

**MEETING MINUTES
SPOT**



**SELKIRK PEND OREILLE TRANSIT
January 16, 2020**

NANCY LEWIS CALLED THE MEETING TO ORDER AT 11:00 A.M.

PRESENT: Clif Warren, Colleen Culwell, David Sims, Gary Kunzeman, Nancy Lewis, Ron Smith, Shannon Pittmann, Zale Palmer

Absent: Walt Kirby

MINUTES: Approve minutes of the December 19, 2019 regular meeting as submitted.

Motion to Approve: Zale Palmer/ Ron Smith. All in favor. Approved

FINANCIAL REPORTS:

- A. Accept Financial Reports for December. Zale Palmer reported we are still under budget. There was discussion. **Motion to accept financial reports: Zale Palmer/ Clif Warren. All in favor. Approved**
- B. Approve payment of prepaid bills and outstanding bills. **Motion to approve payment of prepaid bills and outstanding bills: Clif Warren/ Zale Palmer. All in favor. Approved**

STAFF REPORTS:

Ridership: David Sims reported on the December ridership figures (see attached report). The ridership for the fixed route was higher for the same period last year. Boundary County ridership was also up. Gold Route ridership has been zero.

Operations: David Sims reported the new bus for the Mountain Route arrived and immediately placed in service. There have been a few issues with it. Drives fine but issues with storage. Will probably remove seats behind the driver seat and add a storage rack area. New signs for the bus stops are ready. Walmart bus shelter is ready for slab, pending weather. Erik from City of Ponderay may have an opportunity for a shelter placement for the stop across the street from the Bonner Mall. Dover pad is ready and awaiting Eureka. Another person in the ITD grant department has left, leaving only 2 people with any experience. There was a fixed route accident due to a pickup sliding into the bus.

COMMITTEE REPORTS:

- A. **Boundary County Service Development Committee:** Local ridership is up. No other matters discussed.

ACTION & DISCUSSION ITEMS:

- A. **Action Item: Consider selecting organizations for fare box donations for 2nd quarter.** Reviewed local non-profit organizations previously discussed to receive the fare box donations for current and upcoming quarters. **Motion to donate the fare box donations for Apr – June 2020 – Panhandle Special Needs. Clif Warren/ Zale Palmer. All in favor. Approved.**

B. Action Item: Discuss Mountain Route. The route is becoming challenging with more snow and more riders.

Main issues are:

- a. Repairs – The only local option is Brown’s Northside. We are not a high priority with them. Costs to service these buses are much higher than other route buses.
- b. Road conditions – Independent Highway District has not been keeping up with the plowing and sanding. We had 3 slide-offs, one requiring a tow truck.
- c. Night skiing – We have only one driver at night. No support staff at Schweitzer. Only person the driver can reach out to if there is a problem is the hospitality desk.
- d. Parking lots – Schweitzer changed the bus route in the lots requiring the buses to wind between the parked cars. We need to address this with Schweitzer to change the flow and/or drop off points.
- e. Drivers – They need to be comfortable with the mountain road bus also mechanically inclined. Little issues and tricks required to take care of small issues.
- f. Need support coverage for the mountain drivers over the weekend when the office is closed.
- g. Mechanic – Kevin also works at the School District, working on our buses after hours. Ends up working on them outside in the dark and cold.

Discussion: Our current contract with Schweitzer is up for renewal after this season. The Finance Committee suggest hiring additional help for the weekends and/or the Red Barn lot for only the winter months. We also need to look for n empty building in the area where we can park the buses inside and do maintenance work on them indoors. Schweitzer has a building they use at the Red Barn lot where they stow equipment. Need to look into possibility of using that building. Or maybe the School District building.

Short term tasks to be done:

1. Contact ITD about their performance in the mountain road maintenance.
2. Talk with Schweitzer about the parking lots
3. Hire a temporary person to help out. Will need to line out their level of authority. David might call a special board meeting to approve the hiring and level of authority.

Motion to hire someone for this season to help manage the mountain route. Clif Warren/ Zale Palmer. All in favor. Approved.

COMMENTS FROM THE CHAIR AND BOARD MEMBERS: Possibly reach out to our landlord about possibility to have them construct a covered parking area, enclosed or not and how much the rent would be. Talk to Schweitzer next year about changing the flow for the lots and maybe changing drop off/pick up points.

Meeting adjourned 12:07 p.m.

SPOT Ridership

	2019	Fixed	Demand	Van Pool	Bonners		Mountain Route	Total	
					Ferry				
	January	4,579	439	236	271			5,525	
	February	3,847	373	262	215		5,963	10,660	
	March	4,776	443	276	253		11,583	17,331	
	April	4,846	452	332	257		1,699	7,586	
	May	4,618	446	254	245			5,563	
	June	4,129	381	244	256			5,010	
	July	4,189	460	284	249			5,182	
22,681	August	7,984	389	272	225		1,594	10,464	*2,934
17,631	September	4,042	401	268	230		1,269	6,210	Festival
13,589	October	4,310	457	294	239			5,300	
9,279	November	4,473	395	232	226		393	5,719	
4,806	December	4,806	383	212	258		13,013	18,672	
	TOTAL	56,599	5,019	3,166	2,924		35,514	103,222	

	2018	Fixed	Demand	Van Pool	Bonners		Total	
					Ferry			
	January	5,201	391	282	207		6,081	
	February	4,885	341	322	233		5,781	
	March	5,931	345	320	247		6,843	
	April	5,962	367	324	188		6,841	
	May	4,742	351	306	212		5,611	
	June	4,578	335	200	253		5,366	
	July	4,704	363	224	216		5,507	
22,359	August	8,173	302	256	237		8,968	*2,907
17,093	September	4,390	358	192	214		5,154	Festival
12,703	October	4,324	401	232	193		5,150	
8,379	November	4,084	457	242	241		5,024	
4,295	December	4,295	392	244	167		5,098	
	TOTAL	61,269	4,403	3,144	2,608		71,424	

	2017	Fixed	Demand	Van Pool	Bonners		Total	
					Ferry	Gold Rt		
	January	5,016	543	302	165	0	6,026	
	February	5,386	474	260	170	0	6,290	
	March	6,500	531	382	244	0	7,657	
	April	5,518	424	324	207	74	6,473	
	May	5,129	431	318	226	42	6,104	
	June	5,904	388	278	225	34	6,829	
	July	4,667	381	254	208	0	5,510	
	August	7,343	406	303	231	0	8,283	*2729
	September	4,530	319	260	167	0	5,276	Festival
	October	4,585	444	288	209	0	5,526	
	November	5,033	462	274	204	0	5,973	
	December	5,032	381	266	154	0	5,833	
	TOTAL	64,643	5,184	3,509	2,410	150	75,780	

	2016	Fixed	Demand	Van Pool	Bonners		Total
					Ferry		
	January	6,379	414	0	178		6,971
	February	5,985	371	0	113		6,469
	March	6,493	472	0	173		7,138
	April	5,813	397	0	176		6,386
	May	5,499	411	0	145		6,055
	June	5,256	431	0	212		5,899
	July	5,299	386	0	184		5,869
	August	5,443	473	3	246		6,165
	September	5,049	465	54	194		5,762
	October	5,116	453	126	219		5,914
	November	4,922	436	119	190		5,667
	December	4,937	458	106	245		5,746
	TOTAL	66,191	5,167	408	2,275		74,041