

**MEETING MINUTES
SPOT**



**SELKIRK PEND OREILLE TRANSIT
March 19, 2020**

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

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

Absent: Gary Kunzeman, Walt Kirby

MINUTES: Approve minutes of the February 20, 2020 regular meeting as corrected.

Motion to Approve: Clif Warren/ Ron Smith. All in favor. **Approved**

FINANCIAL REPORTS:

- A. Accept Financial Reports for February. Zale Palmer reported nothing unusual in the expenses. Mountain buses had a number of repairs. Clif Warren 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 February ridership figures (see attached report). The ridership for the fixed route, demand and Boundary County were all higher than same period the previous year. This makes the fourth month in a row where fixed route ridership has increased.

Operations: David Sims reported the fixed route ridership for March is projecting to be about a third of normal. Demand Route ridership is drastically down. Due to the COVID-19 virus, most doctors are cancelling appointments, Goodwill and the Senior Center have closed. Assisted living facilities are only allowing limited outside access to residents. This could last for the next few weeks. Also, due to the virus, Schweitzer Mountain closed their operations on March 18th. Mountain Route buses will continue to run through March 21st per request from Schweitzer. David reported there have been meetings with the Mountain bus manufacturer to get issues resolved. PTAC has recommended to ITD that SPOT be award 100% of our grant requests for the 2020-2022 grant cycle, both operating and capital expenditure grants. Final award still pending from ITD. One of the fixed route drivers has quit over the COVID-19. Due to the school closures, there might be more availability from other drivers. Currently, SPOT is planning to continue operations as usual until we are told otherwise. We are using the recommended spray to disinfect the buses. Shields have also been installed between the driver and the passenger area. Seats close to the drivers have also been roped off. ITD recommends frequent disinfecting of the buses. Moscow fixed route has shut down due to lack of riders. Their Demand Route is continuing. Other bus services are limiting the number of riders on their buses at one time and have also removed hand straps. ITD is considering reducing the operations match % for a period, although this has not been enacted yet.

COMMITTEE REPORTS:

- A. Boundary County Service Development Committee:** Ron Smith reported that Boundary County is requesting more services to the outlying areas to justify any increase in their match funds. Walt Kirby is not running for re-election. Depending on the election results, we might have a new board member to replace Walt.

ACTION & DISCUSSION ITEMS:

- A. Action Item: Adopt amended resolution 003, authorizing prepayment to Mike White Ford of Sandpoint.** Due to the sale of Rokstad Ford to Mike White Ford of Sandpoint, Resolution 003 has been amended to allow for pre-authorized payments to this frequently used vendor. Colleen Culwell confirmed the only changes made to this Resolution were to remove Rokstad Ford and add Mike White Ford of Sandpoint.

Motion to adopt Resolution 003 as amended. Clif Warren/ Zale Palmer. All in favor. Approved.

COMMENTS FROM THE CHAIR AND BOARD MEMBERS: Clif Warren praised the SPOT staff for their continued efforts with the Mountain Route and also dealing with the challenges the COVID-19 virus is creating. Staff is asked to try to schedule the Demand Route rides as close together as possible to keep our per ride costs down and lessen driver idle time. Colleen Culwell reported she stopped by Ponderay City Hall to inquire on status of their match check for 2019/2020. Su Warren was not in and a message was left for her. Work will begin on the match requirements for the 2020/2021 fiscal year.

Meeting adjourned 11:25 a.m.

SPOT Ridership

2020	Fixed	Demand	Van Pool	Bonnars Ferry	Mountain Route	Total	
January	4,869	397	258	320	18,478	24,322	
February	4,820	404	226	267	13,992	19,709	
March						0	
April						0	
May						0	
June						0	
July						0	
August						0	
September						0	
October						0	
November						0	
December						0	
TOTAL YTD	9,689	801	484	587	32,470	44,031	

2019	Fixed	Demand	Van Pool	Bonnars Ferry	Mountain Route	Total	
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	
August	7,984	389	272	225	1,594	10,464	*2,934
September	4,042	401	268	230	1,269	6,210	Festival
October	4,310	457	294	239		5,300	
November	4,473	395	232	226	393	5,719	
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	Bonnars Ferry	Total	
January	5,201	391	204	207	6,003	
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	270	212	5,575	
June	4,578	335	146	253	5,312	
July	4,704	363	224	216	5,507	
August	8,173	302	256	237	8,968	*2,907
September	4,390	358	192	214	5,154	Festival
October	4,324	401	232	193	5,150	
November	4,084	457	242	241	5,024	
December	4,295	392	244	167	5,098	
TOTAL	61,269	4,403	2,976	2,608	71,256	

2017	Fixed	Demand	Van Pool	Bonnars Ferry	Gold Rt	Total	
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	