

**MEETING MINUTES
SPOT**



**SELKIRK PEND OREILLE TRANSIT
January 21, 2021**

NANCY LEWIS CALLED THE MEETING TO ORDER AT 11:07 A.M.

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

Absent: Walt Kirby

MINUTES: Approve minutes of the December 17, 2020 regular meeting as amended.

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

FINANCIAL REPORTS:

- A. Accept Financial Reports for December. The Finance Committee reviewed the financial reports. Zale reported we are under budget even after a few catch-up fuel bills due to a system problem with Coleman. Boundary County short paid since they only paid what was in their budget. City of Ponderay still has not paid. Fuel and maintenance costs continue to be lower than projected. **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: Zale Palmer/ Ron Smith. All in favor. Approved

STAFF REPORTS:

Ridership: David Sims reported that ridership continues to be less than prior year. Mountain Route is about half of last year. The Fixed Route ridership for December showed some improvement.

Operations: David Sims reported they have started making deliveries each Thursday for both Food Banks. Boundary County boxes are being delivered directly to homes. Bonner County boxes are being delivered to distribution centers, primarily schools. No major issues with drivers and no new COVID cases amongst the drivers. Schweitzer asked us to do more to get people to wear masks. Clif made A-Frame boards with posters attached asking that masks be worn on the buses. We continue to have small issues with the Mountain buses. Had one bus towed to Brown's, but they were booked up. Kevin was able to fix it in Brown's parking lot. Another Mountain bus is currently being worked on at Brown's for an oil leak. Shannon is doing a great job with driver scheduling. Schweitzer is pleased with things so far this year. There is good communication between the drivers and their personnel. ITD has provided training on human trafficking that the drivers will be watching. Fuel prices compared to last year are running 40 cents less/gallon on gas and 50 cents less/gallon on diesel. The technical review on last grant submissions scored high. Was asked to resubmit the planning grant with minor alterations (grant to look into feasibility of changing fixed route). Kaniksu Health is breaking ground on their new location by Super One. Shannon is looking into modifying the Blue Route to run by their new location and also to the apartments located close by. David will be meeting with the Boundary County Commissioners at their next meeting as an update and to see if they want to name a new representative for the SPOT

board and the Boundary County Service Development Committee. COVID vaccines should be available to the drivers either Feb 1st or 15th. A call has been scheduled for the 2nd week of February for all District 1 providers. Call is only providers, ITD not included. Ryan Luttmann's term on PTAC is coming to an end. Would like to re-run and is asking about possibly of obtaining letters of recommendation.

COMMITTEE REPORTS:

- A. Boundary County Service Development Committee:** Ron Smith presented the year-end report and ridership comparisons to the counsel at their last meeting.

- B. Finance Committee Update:** Discussed earlier above. Nothing else to add.

ACTION & DISCUSSION ITEMS:

None on the agenda. No actions taken.

COMMENTS FROM THE CHAIR AND BOARD MEMBERS: None

Meeting adjourned 11:32 a.m.