

**MEETING MINUTES
SPOT**



**SELKIRK PEND OREILLE TRANSIT
February 18, 2021**

NANCY LEWIS CALLED THE MEETING TO ORDER AT 11:04 A.M.

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

Absent: Ron Smith, Wally Cossairt

MINUTES: Approve minutes of the January 21, 2021 regular meeting as presented.

Motion to Approve: Clif Warren/ Gary Kunzeman. **All in favor. Approved**

FINANCIAL REPORTS:

- A. Accept Financial Reports for January. The Finance Committee reviewed the financial reports. Zale reported we are under budget. Not having much snow is helping keep costs down. However, fuel costs are on the rise. No word yet on our recent grant applications. **Motion to accept financial reports: Gary Kunzeman / 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 that ridership continues to be less than prior year. The Fixed Route had the highest ridership this past month since last March. City Link in Kootenai County is also seeing increases in ridership and David is hearing the same from other providers across the state. The Mountain Route is still less than last year due to Schweitzer limiting the number of people on the mountain and people not wanting to use the bus due to Covid concerns. But there were still a significant number of rides in January all things considered.

Operations: David Sims reported the City of Ponderay paid their match yesterday. The deliveries for the food banks continues in both Bonner and Boundary Counties. Deliveries are made one day a week. The Mountain Route buses have been having issues. Believe they are being caused by fuel additives used during this recent cold snap. David is opening discussions with Schweitzer about operations for next ski season. Will be going out to bid in the Spring on two more buses for the Mountain Route. Fuel prices are rising. We are now where we were a few months ago. Boundary County Commissioner Cossairt is the new representative for Boundary County.

COMMITTEE REPORTS:

- A. **Boundary County Service Development Committee:** David Sims reported they discussed the food bank deliveries. Commissioner Cossairt is also part of this committee.

- B. Finance Committee Update:** Committee reviewed the financial reports. Discussed the status of the shelters. The Dover shelter should be finishing up soon and the WalMart shelter should be completed by April. The bus shelter grant expires this September so we need to get all shelter completed and benches installed before then. Benches are sitting in storage unit. David will talk to Eureka about getting these done before the grant expires.

ACTION & DISCUSSION ITEMS:

- A. Action Item: Consider providing a letter of support for the District 1 PTAC Member.** Each ITD member has a representative on PTAC. They help to provide input to the ITD staff. Ryan Luttmann is the current representative and wants to continue serving. Is looking for a letter of support from the SPOT Board.
Motion to provide a letter of support for Ryan Luttmann for the PTAC position. Clif Warren/ Gary Kunzeman. All in favor. Approved.
- B. Action Item: Consider policy regarding CDC mask order exemptions.** The CDC issued an order effective 2/1/21 that all passengers and drivers on public transportation must wear masks even if plexiglass partitions have been installed. The order allows for exemptions. This order has also been added as an addendum to the FTA master agreement. It is now a condition of our grants and there will be enforcement for compliance. They can withhold funding, recall existing grants, etc. SPOT must certify each year that they will comply with all rules, to be signed by David and Steven Snedden. David is working with ICRMP on handling driver exemptions. If a driver is claiming an ADA exemption, the ADA procedures must be followed. Might need to suspend a driver on paid leave while working through the ADA procedures. Paid leave to be open ended as long as moving forward through the process. CARES Funds to be used to fund this paid leave. SPOT driver Dan Rose presented a letter to the Board stating his position on this issue and requests the Board's consideration. Nancy Lewis stated the Board would take it under advisement.
Motion to allow David Sims to have authority to use administrative leave to work through the ADA process and to investigate the rules as presented. Clif Warren/ Gary Kunzeman . All in favor. Approved.
- C. Action Item: Consider extending driver hazard pay.** The existing hazard pay was previously approved through end of April 2021. Asking to consider extending the hazard pay for as long as the CDC mask order is in effect.
Motion to extend the \$1/hour hazard pay beyond April until the CDC and FTA removes the mask requirement. Clif Warren/ Nancy Lewis. All in favor. Approved.

Motion that as long as the mask requirement is in place, that we pay an additional 50 cents per hour hazard pay to drivers wearing masks. Clif Warren/ . No second. Motion died. No action taken.

COMMENTS FROM THE CHAIR AND BOARD MEMBERS: None

Meeting adjourned 11:40 a.m.