

**MEETING MINUTES  
SPOT**



**SELKIRK PEND OREILLE TRANSIT  
April 15, 2021**

**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 Pittman,  
**Absent:** Zale Palmer, Wally Cossairt

**MINUTES:** Approve minutes of the March 18, 2021 regular meeting as presented.

**Motion to Approve:** Ron Smith/ Gary Kunzeman. **All in favor. Approved**

**FINANCIAL REPORTS:**

- A. Accept Financial Reports for March. The Finance Committee reviewed the financial reports. Clif reported we are under budget.

**Motion to approve financial reports:** Clif Warren/ Gary Kunzeman. **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 / Ron Smith. **All in favor. Approved**

**STAFF REPORTS:**

**Ridership:** David Sims reported that ridership for March improved in all areas except for Bonners Ferry. The Bonners Ferry Senior Center is opening in April, so we are hoping to see increase in ridership.

**Operations:** Deliveries for the Food Banks are continuing in both counties. Shannon painted the inside of the bus shelter at the library and Kootenai to cover graffiti. The Mountain Route is over for this season. We had far fewer problems than last year. Mud flaps will be installed across the bus behind the rear tires to prevent rocks from damaging the rear radiators. The Idaho House has passed a bill removing mask requirements for transit workers. The bill still needs to pass the Senate and be signed by the Governor. For the meantime, we are still under the federal requirement for masks. If the Idaho bill becomes law, we will stop requiring masks.

**COMMITTEE REPORTS:**

- A. **Boundary County Service Development Committee:** Nothing to report.

- B. **Finance Committee Update:** Clif Warren reported the financial committee reviewed the financial reports and also discussed the utilization of CARES Funds to preserve match collected. We have projected a 5311 match shortfall of about \$16,000 for this year. We will start pulling from CARES Funds once the match runs out. Or we may start pulling operations funds only from the CARES Funds and the rest to the 5311 to save match funds for the capital expenditures. The committee will be discussing this further and develop a plan for action at the next board meeting.

**ACTION & DISCUSSION ITEMS:**

- A. Action Item: Consider Match requests for FY2021-2022.** City of Sandpoint requested the match amount they need to budget for next year. David Sims and Clif Warren attended the city council meeting and told them to budget the same amount as last year, knowing we have CARES Funds to fall back on. The Finance Committee will re-visit the match shortfall by area. David feels there is more shortfall in Bonner County than in Boundary County or Mountain Route. Schweitzer is requesting we provide more service next year and will increase their match by accordingly. They were given the amount of \$10,000 for the increased services.  
**Motion to use the same match levels next year from the current year, except for Schweitzer, which will increase by \$10,000 due to increased. Clif Warren/ Ron Smith. All in favor. Approved.**
- B. Discussion Item: Temporary AAA Reimbursement Rate Modification.** Last month we received a letter advising us our reimbursement rate would increase going forward. Then we received another letter advising our reimbursement rate would go back to the reduced rate.  
**No action taken.**

**COMMENTS FROM THE CHAIR AND BOARD MEMBERS:** None

**Meeting adjourned 11:43 a.m.**