

**MEETING MINUTES
SPOT**



**SELKIRK PEND OREILLE TRANSIT
March 17, 2022**

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

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

Absent: Ron Smith, Wally Cossairt

Public Comment Period: No public present.

MINUTES: Approve minutes of the February 17, 2022 regular meeting as presented.

Motion to Approve: Gary Kunzeman/ Nancy Lewis. All in favor. Approved

FINANCIAL REPORTS:

Accept Financial Reports for February. Approve payment of prepaid bills and outstanding bills.

The Finance Committee met and review the financial reports. We are still under budget even with higher fuel costs. Mountain buses have had substantial repair costs in February and March.

Motion to approve financial reports and payment of prepaid bills and outstanding bills: Zale Palmer/ Clif Warren. All in favor. Approved

STAFF REPORTS:

Ridership: David Sims reported that ridership for February was fairly good. Demand route is still strong. Fixed route is weaker, but March is showing good numbers so far. Bonners Ferry improved over January. The Mountain route remains strong. Bonners Ferry is still doing food deliveries, but only to locations in town.

Operations: David reported there are now three Mountain buses back in service. The last day of operations is April 10th with an employee day on April 11th. There is one new driver in training. Some of the Mountain route drivers are showing interest in returning as route drivers. As discussed at previous meeting, the order we placed for 3 route buses was cancelled as the manufacturer is no longer making that brand. To be discussed later in the meeting. Area On Aging is seeking applicants for the 7/22-7/26 fiscal period. We will submit a proposal. David discussed with the City of Ponderay their plans to use land they own off of Triangle Drive. There isn't any current plan and will be taken to their city council for discussion. Bonner General is no longer performing employee testing. We are sending drivers to Boundary Hospital in Bonners Ferry. Also trying out the Eagle Testing located in Sandpoint. Kaniksu Land Trust approached Clif about the possibility of getting route service to the Pine Street Woods and other local recreation areas. There is a Sandpoint Urban Transport plan being developed that SPOT will be involved in.

COMMITTEE REPORTS:

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

B. Finance Committee Update: Discussed above.

ACTION & DISCUSSION ITEMS:

- A. Approve Double Map Contract Amendment.** Our current contract expired in February. DoubleMap, now known as TransLoc, is granting an extension to June 30, 2022. We will pay month-to-month at the same rate as the expired contract. We will need to decide in 3rd quarter if we will transition to the new system.
Motion to extend the DoubleMap contract to June 30, 2022. Clif Warren/ Gary Kunzeman. Approved.
- B. Consider FY 2022-2024 5311 grant amount.** The grant application was submitted last fall with a 20% increase. ITD stated there are less funds available statewide and \$4 million in requests over the available funds. We might get an increase in the 2024/2026 grant cycle. We can use CARES Funds for the shortfall. We need to start communicating to our partners that the match requests will increase, possibly back to their normal levels (pre-Covid).
No action taken.
- C. Consider Mountain Route Operations.** David spoke with Driggs about their operations. Trying to get more current information on how they operate.
No action taken.
- D. Consider new bus purchase options.** Route buses ordered last fall will not be delivered since the brand ordered will no longer be manufactured. Spot decided to downsize the buses due to new CDL regulations. Looking into the Endura brand for the regular route buses. The purchase price may exceed grant funds available. We can use the Technology grant for the video system and CARES Funds for the driver shields. We will have to pay any remaining difference out of match funds. Prices are scheduled to increase again in April. We are beefing up the air handling systems. The reader board, pull cord, and insta chains were eliminated from the Bonners Ferry bus. There was discussion to add back the reader board and chains. This would also make the buses more interchangeable.
Motion to proceed with the purchase of three new route buses, adding the reader board and insta chains back to the Bonners Ferry bus. Nancy Lewis/ Gary Kunzeman. Approved.

COMMENTS FROM THE CHAIR AND BOARD MEMBERS: None

Meeting adjourned 11:48 a.m.