MEETING MINUTES
SPOT

SELKIRK PEND OREILLE TRANSIT
June 16, 2022

NANCY LEWIS CALLED THE MEETING TO ORDER AT 11:00 A.M.
PRESENT: Colleen Culwell, Clif Warren, Gary Kunzeman, Nancy Lewis, Ron Smith, Shannon Pittman
Absent: Wally Cossairt, Zale Palmer

Public Comment Period: No comments.

MINUTES: Approve minutes of the May 19, 2022 regular meeting as presented.
　　　Motion to Approve: Gary Kunzeman/ Clif Warren.　All in favor.　Approved

FINANCIAL REPORTS:
　　　Accept Financial Reports for May.　The Finance Committee met and reviewed the financial reports.　We are still under budget year-to-date even with higher repair and fuel costs. Monthly costs exceeded budget for May. Vacation pay was over budget due to accrued vacation payout to David Sims.
　　　Motion to approve financial: Clif Warren/ Ron Smith. All in favor. Approved

　　　Approve payment of prepaid bills and outstanding bills.
　　　Motion to approve payment of prepaid bills and outstanding bills: Clif Warren Nancy Lewis. All in favor. Approved

STAFF REPORTS:
Ridership: Shannon Pittman reported that ridership remains light for April and May when compared to March, but still higher than this time last year.

Operations: Shannon Pittman is talking with TransLoc regarding their system. Also looking at Paseo. TransLoc has agreed to extend our DoubleMap usage through September 30, 2022. That will allow time for new Executive Director to decide on which system they want to use. Shannon and Clif Warren met with CityLink to discuss the system they are developing that will track our routes along with local hiking trails, etc. We can join now at no cost. Paseo will also include automatic passenger counts, voice animation to announce stops, downloadable reports and graphs. Pine Street bus stops have been temporarily relocated to Church Street until Pine Street sidewalk project is complete. Getting some complaints, but asking for patience as the change is temporary. Area on Aging contract starts July 1, 2022 with a $2,000 increase from last year.

COMMITTEE REPORTS:
　A.　**Boundary County Service Development Committee:**　Did not meet.

B. **Finance Committee Update:** Discussed above. Discussed charging fuel costs to 5311 instead of Cares Act to utilize available match, but will impact cash flow. Postponing any changes until after the new buses are received and paid for.

C. **Hiring Committee Report:** The committee has reviewed all applications. Four applicants were selected for consideration and all have been contacted for interviews. One applicant declined the interview. The remaining three candidate interviews will be held Monday, June 27, 2022.

D. **Shelter Bench Report:** No progress. Still waiting for permission to build at two of the sites. Steve at Eureka is anxious to get the shelters built. Benches can be installed shortly.

ACTION & DISCUSSION ITEMS:
  A. **Action Item: Propose going out for bid for the Mountain Route service for 22-23 season.** Meeting was held with Schweitzer to discussed the proposed services. Schweitzer is open to the services proposed. An RFP will be issued offering to pay up the $150,000 for the contracted services. SPOT will supply the buses and maintenance. **Motion to go out to bid for the operation of the Mountain Route for the 2022/2023 season with option to automatically renew with price adjustments. Clif Warren/ Gary Kunzeman. Approved.**
  B. **Action Item: Authorization to join the Regional Mobility Platform.** CityLink is developing a program with Paseo to include the four public transportation systems in the five northern counties. All three of the others have joined. The development costs are being paid by CityLink via grant. There might be a cost later and SPOT can elect to be removed from the system at that time, if desired.
  Motion to join the Regional Mobility Platform that is being developed by Kootenai County. Clif Warren/ Ron Smith. Approved.

COMMENTS FROM THE CHAIR AND BOARD MEMBERS: Good job by the hiring committee.

Meeting adjourned 11:24 a.m.