

**SPECIAL MEETING MINUTES
SPOT**



**SELKIRK PEND OREILLE TRANSIT
October 25, 2022**

NANCY LEWIS CALLED THE MEETING TO ORDER AT 11:30 A.M.

PRESENT: Colleen Culwell, Clif Warren, Donna Griffin, Gary Kunzeman, Nancy Lewis, Ron Smith, Shannon Pittman,
Absent: Wally Cossairt, Zale Palmer

Public Comment Period: No public present.

ACTION & DISCUSSION ITEMS:

- A. Approve Mountain Route Operations Contract.** The Independent Contractor Agreement Schweitzer Route and the Independent Contractor Agreements were received from the attorney. Copies have already also been sent to Schweitzer Mountain and to ITD for review. Discussed various sections. Shannon reported NW Bus Sales stated they want to store a bus at our location and we may be able to use it as a loaner while waiting for the 5th Mountain Bus to be delivered. Following changes were identified to be made to the agreements:
- a. SPOT to provide “five” buses, not “four to five”.
 - b. Add clause for option to renew.
 - c. Add stated Contractor fee rate of \$2.50 per mile.

Motion to approve the documents with the changes to add option to renew, insert fee of \$2.50 per mile, and provide 5 buses, not 4-5, and pending approval by ITD. Clif Warren/ Ron Smith. Approved.

- B. Approve changing signers on the bank accounts and ordering a new credit card for Donna.** Current bank signers are Nancy Lewis, David Sims, Clif Warren, and Zale Palmer. Need to remove David Sims and add Donna Griffin.

Motion that signers on bank accounts are to be Nancy Lewis, Clif Warren, Zale Palmer and Donna Griffin and also that we order a credit card for Donna Griffin. Clif Warren/ Nancy Lewis. Approved.

- C. Approve a staff insurance package, and adopt the Joint Powers Agreement and Participation Agreement, and Authorize Chairman Lewis to sign both agreements.** Discussed quotes received from iiiA. Expressed need to have comparable quotes from other providers prepared specifically for SPOT. Also reviewed City of Sandpoint’s insurance premium cost share schedule. SPOT discussing covering all or portion of employee only costs. Any additional coverage to be at employee’s cost.

No action taken.

COMMENTS FROM THE CHAIR AND BOARD MEMBERS: None

Meeting adjourned 12:10 p.m.