

**FINANCE COMMITTEE MEETING
SOUTH CENTRAL TRANSIT
THURSDAY, MAY 17, 2018
12:02 P.M.
SCT TRANSPORTATION CENTER
100 N. LOCUST STREET
CENTRALIA, IL 62801**

Present:

George Guidish
John Schubert
Don Copeland
David Rodden
Ben Stratemeyer
Sam Easterly

Also, Present:

Sheila Niederhofer
Sara Nollman-Hodge
Vicki Clift
Randy Barrow
Pam DeMaris
Margaret Conley
Marvin Miller
David Iossi
Don Jones

The Budget/Finance committee meeting was called to order by David Rodden.

GUEST RECOGNITION/PUBLIC COMMENT – No guest recognition.

Niederhofer stated that there are two supervisors retiring in the next month or so and she would like for them to be recognized at the May Board meeting.

FINANCIAL REPORT

Clift reviewed the financials for April. Clift noted that the 4th quarter DOAP payment was received in April. Stratemeyer stated he liked the 13-month vendor transaction history and would like it to be included in the packets. Motion to recommend to the full Board by Rodden, seconded by Copeland. All aye. Motion carried.

CONTRACTS

Public Aid – Niederhofer reported receiving \$11,112 since last board meeting.

FY18 AUDIT PROPOSAL – An audit proposal from Glass and Shuffett, LTD was included in the finance packets. Clift reported that the proposal was \$11,200 for the FY18 audit which is up \$250 from last year. Guidish stated that he did not like the fact that Fred Becker does the audit for SCT and CTD. A recommendation to send to the full board was made.

CVP APPLICATION/RESOLUTION – Clift reported on the CVP application and resolution for 10 replacement vehicles. The application requires a board resolution and legal opinion from Marvin Miller which has been received. A public hearing was held on May 3, 2018. A recommendation was made to take to the full board.

COMPETITIVE BIDDING PROCEDURES – Niederhofer stated that Guidish had ask that competitive bidding procedures be put on the agenda. Guidish stated that he wanted to know how the bidding process was done and that the procurement procedures policy included in the packets tells how it should be done. He thinks competitive bids should be in envelopes and opened all at the same time. Niederhofer stated that is the procedure staff currently follows per IDOT requirements. Guidish ask Clift to give an overview of how the process works. Clift went through the standards set by IDOT. Discussion was held regarding the limits set by IDOT being too high and lowering those amounts. Lowering them would keep good control on our expenses. Stratemeyer suggested the finance chair possibly signing off on contracts. Copeland discussed different perspectives, accounting perspectives, insurance perspectives and keeping an arm's length transaction. Back to CTD, bidding business with CTD even though approved by IDOT is not an arm's length transaction and there could be the appearance of collusion. All bids that are received should be in sealed envelopes and come to the finance committee meeting to be opened. All bids would be opened by 12 sets of eyes. Copeland thanked committee for consideration. After further discussion Guidish tabled for more investigation and to be put on the June finance committee agenda.

MT. VERNON FACILITY – Niederhofer referred to Stratemeyer's suggestion of a couple months ago, of a Mt. Vernon facility located in town. Niederhofer stated that she had spoken to Mary Ellen Bechtel regarding Stratemeyer's suggestion of the Armory, but it would take 2.1M to get the building in compliance. The old shoe factory in Mt. Vernon was discussed but is in disrepair. Realtor Debbie Smith knows of nothing currently but continues to look. Stratemeyer feels that a location in town would raise ridership.

MONTHLY REPORTS – Nollman-Hodge gave the monthly report for April.

OTHER – Nothing.

ADJOURN – As there was nothing else to bring before the committee, the meeting was adjourned by Rodden.

