

**REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) SEPTEMBER 15, 2020, 5:30 P.M.
MINUTES**

Chair Obermeyer convened the regular meeting of the Board of Directors of the Bloomington Public Transportation Corporation. The meeting was held electronically using a Zoom meeting accessed at:

<http://us02web.zoom.us/j/88137952588?PWD=C3PMZZVOaS9BR0d1M3lBeWRleEZsUT09>

Meeting ID: 881 3795 2588

Password: 784872

The Zoom meeting was also accessible at the following phone numbers:

(312) 626-6799

(646) 558-8656

Meeting ID: 881 3795 2588

Password: 784872

ROLL CALL

Board Members and staff present: Chair Nancy Obermeyer, Vice Chairman Kent McDaniel, Treasurer Alex Cartwright, Marilyn Hartman and Secretary James McLary. Also present were Lewis May, General Manager, Christa Browning, Controller, Brenda Underwood, Director of Human Resources and Marketing, and Zac Huneck, Planning and Special Projects Manager.

PETITIONS AND COMMUNICATIONS ON NON-ACTION ITEMS

There were no petitions and communications on non-action items.

MESSAGES FROM BOARD MEMBERS

Secretary McLary noted that the Transportation Mobility Committee which is part of the City's CCA committee have been discussing a WAVE wheelchair accessible vehicle. This discussion is on-going and he expects a decision will be made in the next few months relative to possible ways in providing same-day demand response service.

MESSAGES FROM THE MANAGER

Mr. May began the meeting with a COVID-19 update. We have now given out about 11,000 reusable and disposable masks on buses. This number is increasing on a daily basis. Mask compliance by riders has improved greatly, however, there are still a few riders who aren't complying.

Since the fall semester began, on average we're carrying about 23 percent of what we carried to start the fall semester in 2019. On weekdays, we're operating about 83 percent of the hours that we operated in the fall of 2019 on IU campus routes 6, 7 and 9.

Secretary McLary questioned if there has been any national discussion on the impact of the pandemic. Mr. May stated that all transit systems are reeling from the economic impact of ridership and revenue. The CARES ACT funding has certainly provided a shot in the arm for most transit systems. This is however a temporary measure as this funding is going to be exhausted at some point. It is believed that the impact of the pandemic will be felt for several years. Mr. May noted that mass transit and social distancing are terms and practices not typically combatable. Secretary McLary stated that he is equally concerned about not just the financial side but also how we get the ridership back up after this is over.

Next, Mr. May showed day-by-day ridership totals since the IU fall semester began compared to the same days from 2019. This give you perhaps the best picture of how the pandemic is affecting ridership on a daily basis.

DATE	2020 Ridership	2019 Ridership
Monday (8/24/20 vs 8/26/19)	4,008	18,332
Tuesday (8/25/20 vs 8/27/19)	3,818	18,317
Wednesday (8/26/20 vs 8/28/19)	3,893	18,434
Thursday (8/27/20 vs 8/29/19)	3,517	17,543
Friday (8/28/20 vs 8/30/19)	3,428	14,140
Saturday (8/29/20 vs 8/31/19)	2,010	4,564
Sunday (8/30/20 vs 9/1/19)	474	1,381
Monday (8/31/20 vs 9/2/19)	3,841	3,944
Tuesday (9/1/20 vs 9/3/19)	3,689	18,115
Wednesday (9/2/20 vs 9/4/19)	3,869	18,804
Thursday (9/3/20 vs 9/5/19)	3,594	18,455
Friday (9/4/20 vs 9/6/19)	3,704	14,631
Saturday (9/5/20 vs 9/7/19)	1,884	4,707
Sunday (9/6/20 vs 9/8/19)	236	1,523
Monday (9/7/20 vs 9/9/19)	2,838	18,941
Tuesday (9/8/20 vs 9/10/19)	3,749	18,965
Wednesday (9/9/20 vs 9/11/19)	3,759	19,030
Thursday (9/10/20 vs 9/12/19)	3,505	18,366
Total	55,816	248,192

With respect to COVID-19 related actions, staff recommends the following actions between now and the October 20, 2020 board meeting:

- Continue operating both fixed route and BT Access service fare-free for the near term and re-evaluate on a monthly basis as local conditions change relative to the pandemic.

- Continue the closure of the Downtown Transit Center indoor passenger waiting area and restrooms to the public. Re-evaluate on a monthly basis as local conditions change relative to the pandemic.
- Continue with the closure of the Grimes Lane facility to the public. Re-evaluate on a monthly basis as local conditions change relative to the pandemic.
- Continue remote working for designated administrative and management employees. Re-evaluate on a monthly basis as local conditions change relative to the pandemic.

Secretary McLary expressed concern over the lack of ridership. He stated that services might need to be adjusted accordingly. This discussion will be addressed more after the meeting with IU regarding this year's contract. This meeting is scheduled to take place next week.

Under New Business, an action item is included for approval by the Board of the above staff recommendations with respect to COVID-19 actions.

Next Mr. May discussed a Dual Power Inverter Purchase Award. We had a 2009 hybrid electric bus that needed to have the Dual Power Inverter Module (DPIM) replaced. It's a major expense of over \$50,000. We have a federal grant that we can use to fund 80 percent of the cost. This is the first DPIM that we've had to replace on our entire fleet of 8 hybrid electric buses. Mr. May explained that on August 21 he emailed the board of the need to move forward with this purchase and not wait the 3.5 weeks until the board meeting. At the time, the majority of the Board concurred and we proceeded with the purchase and installation of the new DPIM which has been completed.

Three (3) quotes were gathered as follows:

Clarke Power Service - \$54,139.41
 City Bus – Lafayette - \$57,195.95
 PC Industries – Powerline Components \$67,652.18

Clarke Power Services was the lowest, responsive and responsible quote and we proceeded with a purchase order to them.

Under New Business, there is an action item to formally approve the purchase and award to Clarke Power Services in the amount of \$54,139.41

Lastly, Mr. May detailed a Mechanic Shift Differential Proposed Change. He turned the meeting over to Brenda Underwood, Director of Human Resources and Marketing. Ms. Underwood explained that we've had two (2) mechanic positions that have been vacant for 19 and 13 months. We've recruited for the positions with no success. Ms. Underwood explained that she and maintenance manager Allen Jackson have researched and concluded that our wage levels are competitive with what comparable size transit systems pay. Our current wage for a mechanic is \$22.17/hour and top wage is \$25.42/hour. However, it is believed that our primary obstacles to hiring for these mechanic positions are the shifts they work. One of the vacant mechanic positions would normally work second shift (3 p.m. to 11:30 p.m.) and the other vacant position

would work third shift (7 p.m. to 3:30 a.m.). These shifts are necessary because of the need to have mechanics working when the buses are here and not on routes. After much internal discussion, staff recommends that we increase the shift differential premium for mechanics from its current \$0.30/hour for hours worked between 7 p.m. to 5 a.m. to \$2.00/hour. Staff feels like this could help in two important ways – the additional \$2.00 hour for working the late night hours would make the position more attractive for recruiting purposes; secondly, the additional \$2.00/hour might encourage existing mechanics to move to the late night shifts thus opening the first shift (4 a.m. to 12:30 p.m.) to new hires which would be more attractive than working late night shifts. Christa has estimated the total cost of the increase in shift differential to be about \$12,000 annually for mechanics. This does not include adjusting for less overtime once these positions are filled. This matter was discussed with our AFSCME local and they tentatively concur with the proposal to increase the shift differential for mechanics to \$2.00/hour. It was questioned by the board if it is possible to expedite this approval. Mr. May explained that no that isn't possible because this change would require a revised salary ordinance and an accompanying public hearing at the October 20 board meeting followed by Board consideration of the revised salary ordinance the same night. Assuming approval, the change could go into effect with the start of the next payroll.

Next, Mr. Huneck updated the board on the Operation Statistics. Average weekday ridership has been increasing since we hit the low point in April. The following table illustrates average weekday ridership since the pandemic began in earnest in late March.

MONTH	2020 Average Weekday Ridership	2019 Average Weekday Ridership
January	12,487	12,183
February	16,922	14,740
March (thru spring break)	10,736	9,618
March (post spring break)	1,503	14,746
April	1,266	14,081
May	1,399	5,651
June	1,913	5,051
July	1,990	4,779
August	2,630	8,213

Mr. Huneck stated that August fixed route ridership was down 67.8 percent compared to August 2019 due to the continuing COVID-19 pandemic. Year-to-date fixed route ridership is down 40.5 percent compared to the same period last year.

BT Access ridership was down 58.7 percent in August compared to August 2019. Year-to-date BT Access ridership is down 51.1 percent compared to the same period in 2019. Included in your packet are monthly statistics and performance for fixed route and BT Access service.

MESSAGES FROM THE CONTROLLER

Controller Browning gave an overview of the September Financial Report as included in the Board Packet.

PUBLIC COMMENT – ACTION ITEMS

There was no comment from the public.

NEW BUSINESS – ACTION ITEMS

Treasurer Cartwright made a motion to continue operating fixed route and BT Access service fare-free through October 20, 2020; continue closure to the public of the indoor passenger waiting area of the Downtown Transit Center and the Grimes Lane facility; and continue remote working for designated administrative and management employees. The motion was seconded by Vice Chair McDaniel. The motion was approved unanimously.

Secretary McLary made a motion to award the purchase and installation of a dual power inverter module to Clarke Power Services in the amount of \$54,139.41. The motion was seconded by Treasurer Cartwright. The motion was approved unanimously.

OLD BUSINESS

Treasurer Cartwright asked Mr. May if he had followed up on the high volume of road calls in June as discussed at last month's board meeting. Mr. May explained that the calls were due to several check engine lights. The issues have been resolved.

MINUTES

The minutes for the August 11, 2020 meeting were presented for approval by Secretary McLary and seconded by Treasurer Cartwright. The minutes were approved unanimously.

CLAIMS

The claims for September 15, 2020 were presented for approval by Secretary McLary and seconded by Treasurer Cartwright. The claims were approved unanimously.

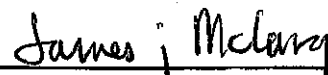
ADJOURNMENT

APPROVE:



10-20-20
Nancy Obermeyer, Chair
Board of Directors BPTC

ATTEST:



10-20-20
James J. McLary, Secretary
Board of Directors BPTC