

**MINUTES**  
**Board of Directors Meeting**  
Agency for Community Transit, Inc.  
9:00 a.m., Friday, September 10, 2021  
1 Transit Way, Pontoon Beach, IL

**I. Pledge of Allegiance**

President Achenbach led the reciting of the Pledge of Allegiance.

**II. Call to Order:**

Achenbach called the meeting to order at 9:00 a.m.

DIRECTORS PRESENT:            MARK R. ACHENBACH, RONALD L. JEDDA, AND  
JERRY J. KANE

DIRECTORS ABSENT:            CHRISTINA M. WILEY AND PATRICK T. MCRAE

OTHERS PRESENT:            MICHELLE DOMER, ACT; STEVEN J. MORRISON,  
ACT; JULIE REPP, ACT; DEBBIE BARRON, ACT;  
PENNY BROWN, ACT; AMANDA VILIOCCO-SMITH,  
ACT; MIRIAM BELL, JAMES S. SINCLAIR, LEGAL  
COUNSEL

**III. Public Comment:**

Executive Director, Morrison, introduced Miriam Bell, who will be joining ACT in a new role as Grants Coordinator. Miriam presented information on her background and begins work for ACT on Monday, September 20, 2021.

**IV. Consideration of minutes of the August 13, 2021, meeting for inclusion in the official records of the Agency.**

JEDDA MADE THE MOTION, SECONDED BY KANE, TO APPROVE THE AUGUST 13, 2021, MEETING MINUTES FOR INCLUSION IN THE OFFICIAL RECORDS.

A ROLL CALL VOTE FOLLOWED:

|                   |     |
|-------------------|-----|
| MARK R. ACHENBACH | AYE |
| RONALD L. JEDDA   | AYE |
| JERRY J. KANE     | AYE |

ALL AYES. NO NAYS. MOTION CARRIED.

**V. FINANCIAL:**

A. Monthly Financial Report: Review of the monthly financial records as of July 31, 2021.

JEDDA MADE THE MOTION, SECONDED BY KANE, TO APPROVE THE MONTHLY FINANCIAL REPORT AS OF JULY 31, 2021.

A ROLL CALL VOTE FOLLOWED:

|                   |     |
|-------------------|-----|
| MARK R. ACHENBACH | AYE |
| RONALD L. JEDDA   | AYE |
| JERRY J. KANE     | AYE |

ALL AYES. NO NAYS. MOTION CARRIED

B. ACT-Specific payments and claims

Morrison presented the ACT- Specific payments and claims report.

JEDDA MADE THE MOTION, SECONDED BY KANE, TO APPROVE THE ACT SPECIFIC PAYMENTS AND CLAIMS.

A ROLL CALL VOTE FOLLOWED:

|                   |     |
|-------------------|-----|
| MARK R. ACHENBACH | AYE |
| RONALD L. JEDDA   | AYE |
| JERRY J. KANE     | AYE |

ALL AYES. NO NAYS. MOTION CARRIED

C. RESOLUTION 21-23 – AUTHORIZING THE CREATION OF THE ACT COMMUNITY ACTION GRANTS PROGRAM

The Board provided feedback on the new ACT Community Action Grant Program.

KANE MADE THE MOTION, SECONDED BY JEDDA, TO APPROVE CREATION OF THE ACT COMMUNITY ACTION GRANTS PROGRAM.

A ROLL CALL VOTE FOLLOWED:

|                   |     |
|-------------------|-----|
| MARK R. ACHENBACH | AYE |
| RONALD L. JEDDA   | AYE |
| JERRY J. KANE     | AYE |

ALL AYES. NO NAYS. MOTION CARRIED

D. ACT Investment Management Services Update

Morrison and Michelle Domer, Director of Accounting, presented an update on the ACT Investment Management Services.

**VI. SERVICE MANAGEMENT:**

A. Executive Director's Report

Morrison presented the Executive Director's Report.

B. RESOLUTION 21-24 – AUTHORIZING AN AWARD OF CONTRACT FOR VEHICLE FILTERS

KANE MADE THE MOTION, SECONDED BY JEDDA, TO APPROVE AUTHORIZING AN AWARD OF CONTRACT FOR VEHICLE FILTERS.

A ROLL CALL VOTE FOLLOWED:

|                   |     |
|-------------------|-----|
| MARK R. ACHENBACH | AYE |
| RONALD L. JEDDA   | AYE |
| JERRY J. KANE     | AYE |

ALL AYES. NO NAYS. MOTION CARRIED

C. RESOLUTION 21-25 – AUTHORIZING AN AWARD OF CONTRACT FOR SNOW REMOVAL

JEDDA MADE THE MOTION, SECONDED BY KANE, TO APPROVE AUTHORIZING AN AWARD OF CONTRACT FOR SNOW REMOVAL.

A ROLL CALL VOTE FOLLOWED:

|                   |     |
|-------------------|-----|
| MARK R. ACHENBACH | AYE |
| RONALD L. JEDDA   | AYE |
| JERRY J. KANE     | AYE |

ALL AYES. NO NAYS. MOTION CARRIED

VII. **Other Business**

A. Update on Independent Compensation Survey

Debbie Barron, Director of Human Resources, presented an update on the Independent Compensation Survey.

B. Schedule of Meeting Dates for Remainder of 2021

KANE MADE THE MOTION, SECONDED BY JEDDA, TO APPROVE CHANGING THE DAY OF THE WEEK AND TIME OF FUTURE BOARD MEETINGS TO THE SECOND THURSDAY OF EACH MONTH AT 8:30 A.M.

A ROLL CALL VOTE FOLLOWED:

|                   |     |
|-------------------|-----|
| MARK R. ACHENBACH | AYE |
| RONALD L. JEDDA   | AYE |
| JERRY J. KANE     | AYE |

VIII. **Adjournment**

JEDDA MADE THE MOTION, SECONDED BY KANE, TO ADJOURN.

A ROLL CALL VOTE FOLLOWED:

|                   |     |
|-------------------|-----|
| MARK R. ACHENBACH | AYE |
| RONALD L. JEDDA   | AYE |
| JERRY J. KANE     | AYE |

ALL AYES. NO NAYS. MOTION CARRIED.

Meeting was adjourned at 10:04 a.m.

Respectfully submitted.

A handwritten signature in cursive script, reading "Steve Morrin", written over a horizontal line.