Regular Meeting | SMTD Board of Trustees | July 27, 2026
4:30 PM

The Board of Trustees of the Sangamon Mass Transit District met in a regular session on July 27, 2026, in the Training Room of the Sangamon Mass Transit District located at 928 South Ninth Street, Springfield, Illinois. The Meeting called to order at 4:30 PM by Brian Brewer, Chairperson.

I. ROLL CALL

Present:

Brian Brewer	Chairperson
Sue Davsko	Vice Chairperson
Leslie McCarthy	Secretary
Karen Hasara	Treasurer
Charlie Stratton	Trustee
Sandra Douglas	Trustee
Jerry Doss	Trustee

II. APPROVAL OF MINUTES

Trustee McCarthy made a motion to approve the minutes of June 22, 2026, regular meeting of the Board of Trustees, and Trustee Davsko seconded. The motion passed unanimously.

III. DIRECTORS REPORTS

Managing Director Steve Schoeffel highlighted that he will be attending a transportation roundtable meeting at Hanson hosted by Congresswoman Nikki Budzinski this week. He also advised that the East Yard project is moving forward, and current status is that we are waiting on architect and contractor to organize subcontractors for the kickoff. Other items were included in his written report.

Director of Finance and Administration, Michelle Alexander advised at this time the finance team is wrapping up the end of Fiscal Year 2026. There is work on reconciling accounts and also preliminary fieldwork for the annual audit with Sikich underway and finance training continues in areas of cybersecurity.

Director of Operations, Melissa Ashford, advised there was an operations committee meeting this past month. And testing and discussion to route changes are in process. She also advised that Paratransit has increased each year and did break a record over the last fiscal year, where we provided over 100,000 rides through SMTD access/Paratransit which was over a 7% increase in ridership. Fixed route ridership also had a slight increase of .25% as well, and Operations will review routes for improvements to prepare for 2027.

Chairperson Brewer asked about SMTD's preparations for the state fair ridership and Director of Operations Melissa Ashford advised that we are ready for the increased ridership on the night route.

IV. REPORTS

A. Approval of May 2026 Financial Statements and Cash Disbursements

Trustee McCarthy made a motion to approve the April 2026 Financial Statements and Accounts Payable Disbursements, seconded by Trustee Douglas and the motion passed unanimously.

B. Board Committee Reports

Finance: No report

Operations: Trustee Douglas advised excitement about ridership increases and noted the software that calculates ridership was educational.

Administration: Trustee Stratton provided feedback that he will have more to speak on next month.

IT Steering: Trustee Douglas advised the committee met on July18th about the need of upgrading equipment and software.

Planning Commission Report: Jason Sass, of SSCRPC advised work on the Our Region Our Vision continues, as well as updating Springfield unincorporated areas plans and the Active Transportation Improvement Plan continues .

SMTD ADA Advisory Committee Report: No report

V. NEW BUSINESS

A. Consider SSCRPC Planning Agreement to continue planning and advisory services

Director of Finance and Administration, Michelle Alexander advised that SMTD annually partners with the Springfield Sangamon Country Regional Planning Commission (SSCPRC) organization to plan and execute transit and transportation planning between different governmental bodies. This year's renewal for FY 2027 is $22,0000 and represents a 0% increase from last year.

Trustee Doss made a motion to approve the annual agreement for Fiscal Year 2027 between Sangamon Mass Transit District and Springfield Sangamon Regional Planning Commission for a total of $22,000.00. Trustee Hasara seconded. The motion passed unanimously.

B. Clever Exterior Announcement Upgrade

Grants and Procurement Manager, Hadley Markiewwicz advised that the ADA committee reported that it can be difficult for visually impaired riders to find their bus at the transfer center since there are not assigned spots, currently the announcements are only played with the door is open and the vendor Clever has a onetime software upgrade which will enable the announcements to play now an any frequency recommended.

Chairperson Brewer advised that was good example of working with an existing vendor and Managing Director Steve Scheffel advised that we did go to market to look for comparisons from other vendors and Clever was the only solution viable.

Trustee Hasara made a motion to authorize the Managing Director to execute the purchase order for the exterior announcement upgrade with Clever Devices, for a total of $65,775. Trustee Douglas Seconded and the motion passed unanimously,

C. Consider Declaring Certain equipment Surplus

Director of Finance and Administration, Michelle Alexander, advised that there are 3 A/C Machines that SMTD would like to declare as surplus. They are used to add and remove refrigerant form vehicles and these 3 are beyond their useful life and are not operational SMTD plans to auction or scrap them.

Trustee Douglas made a motion for staff to prepare equipment declared as surplus for final disposition. Trustee Doss seconded and it passed unanimously

D. Five Year Plan

Managing Director, Steve Scheffel explained the purpose of the Five-Year plan is to keep our SMTD projects and work organized. We review it at our leadership conference annually. Hadley Markiewicz reviewed and reformatted the pan this year and significant upgrades to graphics and the presentation. The plan has served us well on helping our processes and projects stay on time and driving our timeframes. There is no motion required and no financial impact except for the cost of printing. SMTD will create a public version of the plan to be available as well.

VI. PUBLIC COMMENT

Comment asking why the buses cannot have assigned spots or use the same spots every time, came in from Mr. Ron Walker. Director of Operations, Melissa Ashford, advised because our traffic, detours, and driving routes can vary and it would not be effective use of time and resources right now as it would not allow the flexibility that we need right now in operations/routes. We will continue to look into this and monitor for any other solutions.

VII. CLOSED MEETING

Seeing no further business to come before the board, Trustee Davsko made a motion to close the open meeting and open a closed meeting for the purpose of discussing 5 ILCS 120/2(c) 1. Personnel Matters; and 11.Litigation. Seconded by Trustee McCarthy. The open meeting closed at 4:55 pm.

Trustee Douglas made a motion to close the closed meeting and reopen the open meeting of July 27, 2026. Trustee McCarthy seconded and motion passed unanimously and the open meeting re-opened at 5:21 pm.

VIII. ADDITIONAL NEW BUSINESS

A. Personnel Matters

Trustee Davsko made a motion, seconded by Trustee Hasara, to approve the amount discussed in closed session to settle the Worthy matter. The motion passed unanimously.

Trustee Davsko made a motion, seconded by Trustee Douglas, to approve the amount discussed in closed session to settle the Porter matter. The motion passed unanimously.

Trustee Stratton made a motion to approve the increases recommended in closed session by the Administration Committee for the Director of Operations & Planning and the Director of Finance & Administration. Second, by Trustee McCarthy. The motion passed unanimously.

Trustee Stratton made a motion to approve a three-year contract for the Managing Director and direct counsel to update the previous contract as discussed in closed session and present to the parties for execution. Second by Trustee Davsko. The motion passed unanimously.

IX. ADJOURNMENT

Seeing no further business to come before the board, Trustee McCarthy made a motion to adjourn. Seconded by Trustee Davsko. The motion passed unanimously, and the meeting was adjourned.

Approved:

Brian Brewer, Chairperson

Leslie McCarthy, Secretary