

**Coos County Area Transportation District
Board of Directors
Special Meeting
Minutes April 23, 2020**

1. **CALL TO ORDER/ROLL CALL** – Meeting was called to order at 8:00AM. On behalf of Chair Leshley, Metz called the roll.

Present: Chair Dick Leshley, Secretary LouAnn Dewater, Director Lauren Morris, Director Melissa Dovenspike, Director Doug Veysey and Director Timm Slater.

Staff: General Manager David Hope, Staff Melissa Metz, Jane Stebbins, Counsel

Guest: Jennifer Boardman, ODOT

2. **CHANGES TO AGENDA** – none

3. **NEW BUSINESS**

- a) **Approve the service contract for bus cleaning/disinfecting with recommended vendor.**

GM Hope explained to the Board that safety is a top concern during the pandemic and to accomplish that we need to keep the buses clean and disinfected. Starting on April 8th Tom's Bulldog has been busy cleaning and disinfecting the buses. This expense will be covered by the CARES grant that we will be getting to reimburse COVID-19 related expenses. We published a request for quotes and Bay Area Enterprise was the only proposer and is equipped to provide this type of service. Unit cost in the proposal at the yard is \$25.16. There is a termination clause in the contract with only 7 days' notice. Discussion ensued on the benefits of outsourcing this service who have expertise in disinfecting. Motion passed unanimously.

- b) **Approve the Bulldog quote for repairing the 2009 E450 in the amount of \$10,898.42**

Moved by Director Veysey seconded by Director Slater to approve the Bulldog quote for repairing the 2009 E450 in the amount of \$10,898.42 to replace the engine, wheel bearing and seat belt assembly. The vehicle will provide for additional passenger capacity when social distancing restrictions are in place to cover service demands and maintain sufficient auxiliary redundancy should a bus go out of commission. Motion passed unanimously.

- c) **Contract for Video Services from PEG Broadcast \$3,492 for twelve meetings.**

Metz explained that using zoom she can broadcast live via facebook and the public can call into the meeting. PEG is proposing to video the meetings and broadcast as a community service. The Board felt the more options available for the public to engage the better. GM Hope will proceed to sign the contract.

4. **NEXT MEETING** – May 11, 2020; 8am

5. **ADJOURNMENT 8:23AM**