

**STATELINE MASS TRANSIT DISTRICT  
REGULAR BOARD MEETING  
Wednesday, January 28, 2026 -- 9:30am  
11722 Main Street, Roscoe, IL 61073**

- I. **WELCOME** Chairman Gus Larson called the meeting to order at 9:32am. Present in addition to Chairman Larson were Trustees Mari Mattocks, Dick Adams, and Jack Cook. Trustee Pam Clifton had provided prior notice and was attending the meeting remotely via phone. Also in attendance were RMTD Executive Director Michael Stubbe and SMTD Executive Director Sharon Hecox.
  
- II. **APPROVAL OF AGENDA** Chairman Larson entertained a motion for approval of the agenda. Trustee Adams motioned; Trustee Mattocks seconded. All ayes, with Trustee Clifton entering her vote remotely. No discussion. Motion carried 5 – 0, with none opposing or abstaining and the January 28, 2026 agenda was approved.
  
- III. **PUBLIC COMMENT** Chairman Larson welcomed RMTD Executive Director Stubbe to the meeting. Stubbe offered no public comment.
  
- IV. **ACCEPTANCE AND APPROVAL of Meeting Minutes November 19, 2025** Chairman Larson entertained a motion for approval of the November draft minutes noting the minutes had been provided electronically prior to the meeting for trustee review. Trustee Mattocks motioned for approval; Trustee Adams seconded. All ayes, with Trustee Clifton entering her vote remotely. No discussion. Motion carried 5 – 0, with none opposing or abstaining and the November 19, 2025 Minutes were approved, as presented.
  
- V. **FINANCIAL REPORTS:** Chairman Larson requested Executive Director Hecox give the Financial Reports.
  - a. **Update and discussion as necessary on local, state, and federal grant programs.**
    - i. **Update and discussion on FY26 DOAP monthly reporting** Executive Director Hecox reported September and October 2025 DOAP requests had been approved and received in the amounts of \$55,093.89 (Sept) and \$140,829.11 (Oct). Hecox reported the November 2025 DOAP request in the amount of \$116,039.49 had been approved and notice received from the Comptroller on 1/27/26 the funds had been issued and were pending receipt. Hecox reported the December 2025 DOAP request was substantially entered in *BlackCat* and would be completed once the 2<sup>nd</sup> QTR FY26 final settlement statement was received from RMTD. Hecox said documents of requests and verification of deposits had been included in the board packet submitted electronically prior to the meeting.
    - ii. **Update, discussion and action on federal grant applications & ECHO requests.** Hecox reported the 1<sup>st</sup> QTR ECHO request in the amount of \$131,619 had been approved and funds received and deposited on 12/28/2025. Hecox stated copies of the 1<sup>st</sup> QTR request and verification of deposit were included in the board packet electronically for review prior to the meeting. Hecox reported the 2<sup>nd</sup> QTR request would be submitted once the December DOAP had been approved. Hecox reported there is a balance of

\$371,982 remaining in federal funds currently available for drawdown. Hecox reported the ARP grant (IL-90X844) with Period of Performance (POP) 3/30/26 had been closed out after the 1<sup>st</sup> QTR draw. Hecox reported \$167,622 are available for drawdown in the CARES grant (IL-90-X830) and \$204,360 remaining in 5307 formula funds (IL90-X885). Hecox reported additional federal funds totaling \$761,532, as included in the FY26 POP (Program of Projects), could be applied for in Spring per SMTD Federal Program Manager, Jonathan Dixon.

- iii. **Discussion and update on transfer of SMTD buses to BTS/City of Beloit and action needed for disposal of buses Beloit Auction.** Hecox provided update on BTS/City of Beloit's decision to decline acceptance of the buses and thanked RMTD Executive Director Stubbe for RMTD's patience throughout the process and assistance with getting the buses to auction. Hecox reported she had received (January 27, 2026) from IDOT the titles for the four buses targeted for disposal (R164, R166, R167, and R168) and had signed titles and provided them to RMTD (Dan Engelkes) to allow for disposal through Beloit Auto Auction. Hecox reported she is coordinating with RMTD and BTS/City of Beloit to retrieve the buses from Beloit and transfer them to Beloit Auction for disposal.
- iv. **Discussion and action on approval of Executive Director health insurance (Medicare) benefits.** Hecox reported the cost of her Medicare Part B coverage had increased from \$210.72 to \$298.60 with the December 2025 payment. Hecox said the December payment was automatically deducted as per prior months'; however, going forward monthly reimbursements would need to be issued directly to Hecox, as the cost for Medicare Part B and Part D (\$20.90) effective January 2026 per the Social Security Administration must be deducted automatically from Hecox's monthly social security benefit. Hecox said supplemental coverage (\$210.72/Blue Cross Blue Shield) would continue to be deducted automatically from SMTD. Chairman Larson entertained a motion to approve the increase with reimbursement payment to Hecox, as requested. Trustee Cook motioned; Trustee Adams seconded. All ayes, with Trustee Clifton entering her vote remotely. No discussion. Motion carried 5 – 0, with none opposing or abstaining.
- v. **Discussion and action on agreement with Siepert & Co., LLP for accounting services for financial statements ending June 30, 2025.** Hecox provided an update on discussions with Mark Trotter and SMTD's IDOT Program Manager and determination that a Single Audit of the financial statements ending June 30, 2025 was required. Hecox said the agreement formerly entered into with Siepert did not include performing a single audit and a new agreement had been proposed which would include assistance with making the year end entries. Hecox stated the new agreement had been included in the board packet electronically prior to the meeting and included hourly rate. Hecox shared hourly rates had been also included in the packet. Open discussion included unknown time to complete the project. Chairman Larson entertained a motion to approve the amended agreement to include "not to exceed \$5,000.00 without prior approval. Trustee Cook motioned; Trustee Adams seconded. All ayes, with Trustee Clifton entering her vote remotely. No discussion. Motion carried 5 – 0, with none opposing or abstaining.
- vi. **Discussion and action on agreement for preparation of Single Audit of financial statements ending June 30, 2025.** Hecox reiterated Siepert was not able to perform the Single Audit and quotes were being solicited from Seldon Fox, Benning Group and Baker Tilly to perform the required single audit. Hecox shared an extension had been entered for submitting the annual AFR to the State Comptroller and due to timing constraints would not be advantageous to wait until the next board meeting scheduled for the end of

February to approve an agreement. Open discussion followed with Chairman Larson motioning to approved allowing the Executive Director to accept the lowest bid between the three auditors; Trustee Cook seconded. All ayes, with Trustee Clifton voting remotely. No discussion. Motion carried 5 – 0, with none opposing or abstaining.

- vii. **FY27 Budget preparation & Letter requesting additional funding from municipalities.** Hecox reported she had requested Attorney Sosnowski send the annual request for funding to the municipalities requesting an increase for \$5,000 in each of the next two years (\$30,000 FY27 and \$35,000 FY28). Hecox said although ridership had increased from 207 in 2008 to over 3000 one month in FY26 and costs of operation had increased significantly over the 18 years of operation, no increase to the municipalities had been requested. Hecox shared that the suggestion that an increase would be possible in the future had been shared with each of the municipalities with their annual FY25 request. Hecox said the \$5,000 increase over two years would essentially return the annual contribution back to the \$35,000 contribution originally agreed to by each municipality when SMTD was formed. Hecox shared that at the time SMTD was formed the \$35,000 was less than what was being paid independently by each municipality for senior and disabled transportation in each of the municipalities, but the formation of the district would allow sharing of federal and state funding and provide for increased services. Hecox said the request for increase is necessary as local match to state and federal funds.
- viii. **Update and discuss regarding Tax reporting 2025.** Hecox reported federal W-2's and W-3 had been submitted, as well as required 1099 MISC and 1099-NEC and 1096 reports. Hecox said the reports were not provided electronically in the board packet (due to private information included in reporting) but the reports were available upon request.

## VI. MARKETING

- a. **Update and discussion November and December 2025 ridership.** Executive Director Hecox reported November ridership at (2,473), including (28) Center of Hope (COH) and(145) Veteran Free rides. Hecox reported (14) No Shows, for a total of (2,487) trips recorded in November 2025.

Hecox reported December ridership at (2,471), including (24) COH and (133) Veteran Free rides. Hecox reported (10) No Shows, for a total of (2,481) trips recorded in December 2025.

- b. **Update and discussion on *Ticket to Ride* and *Token Transit* programs.** Hecox reported (297) full fare and (314) half fare *Token Transit* and (19) full fare and (194) half fare *Ticket to Ride* coupons redeemed in November. Hecox reported the total advance sale tickets redeemed at (852) or approximately 37% of total ticket sales for November 2025. Hecox reported (329) full fare and (227) half fare *Token Transit* and (10) full fare and (199) half fare *Ticket to Ride* coupons redeemed in December. Hecox reported the total advance sale tickets redeemed at (789) or approximately 34% of total ticket sales for December 2025.

## VII. OTHER BUSINESS

- a. **Discussion and action on approval of RMTD Management Reports and updated Performance Management Targets under RMTD PTASP.** Executive Director Hecox reported she had not yet received the updated PTASP report from Drex McCalvin (RMTD), so no action needed at this time.
- b. **Update and discussion on RMTD/*Trip Spark* dispatch system, including status of online portal.** Nothing new to report.

- c. **Update and discussion on SMTD participation in *Rockton Lighted Christmas Walk Parade, December 6, 2025* and providing shuttle service to *Roscoe Home Town Holidays on December 13, 2025*.** Hecox provided brief update on participation in Rockton and Roscoe holiday events sharing the Rockton Parade was very well attended with the exception of small amount of candy, which remaining amount was distributed on the shuttle for Roscoe Home Town Holidays. Hecox reported decorations from Rockton event were left on for Roscoe event in anticipation of possible absence to attend to personal family matters. Hecox shared that weather for Rockton was wonderful; however, the extreme cold temperatures experienced during the Roscoe event did not encourage high attendance. Hecox shared that family matters did result in her missing the event and Dominic did a wonderful job running the shuttle route himself. Hecox referenced a letter previously provided to the board electronically, which had been received from Roscoe Village Administrator Josef Kurlinkus commending Dominic and SMTD on its service. Open discussion included attendance, weather issues, and removal of decorations. Michael Stubbe (RMTD Executive Director) shared that if weather is an issue in the future, the maintenance crew at the bus garage would be available to assist in removal of decorations.
- d. **Update and discussion regarding 2025 Economic Interest Statements due May 1, 2026.** Hecox reported the 2025 Economic Interest Statements would be as in the past sent out sometime in February and were mandatory to be completed and submitted by the May deadline. Hecox said she had submitted her report of required filers.
- e. **Other business as may come before the board.**
- i. **Next board meeting February 25, 2026.** Hecox reported next board meeting February 25, 2026.
  - ii. **Update and discussion Ex Dir attendance RTAC Spring Conference March 3 – 5, 2026, Springfield, IL** Hecox reported she would be attending the RTAC Spring Conference in Springfield on March 3 – 5, 2026. Hecox said in addition to networking ongoing education is major part of conferences and she would be attending an 8-hour ADA Compliance Training for small urban transits.
  - iii. **Update and discussion on Free Rides to Vote & shuttle service to Pelican Fest, May 16, 2026.** Hecox reported SMTD would be providing Free rides to vote (March 17, 2026 General Election) and shuttle service for Pelican Fest, May 16, 2026. Hecox said she had provided notice to RMTD staff of both events. Hecox stated she had been contacted by the Village of Rockton requesting SMTD provide shuttle service and would be receiving a written request in the mail. Open discussion favored participation in both events.

Hecox reported agreements and annual requests for payment for transportation services to Townships were in process with board approval at next board meeting. Hecox reported Roscoe had requested an invoice for its annual fee be provided for inclusion on their next agenda. Hecox said she had yet to determine the increase to be included in the FY26-27 IGA.

Hecox shared a temporary suspension for one month had been issued to a SMTD rider related to an incident with a passenger exhibiting highly inappropriate behavior. Hecox said discussions with RMTD staff and SMTD attorney were held to determine appropriate action to be taken in keeping with SMTD/RMTD policy. The file was made available to Trustees for review at the meeting. Hecox thanked Stubbe for actions of his “well-trained” driver and shared the driver handled the situation appropriately without escalation and reported in a timely manner. Open discussion included this and other

rider's negative and unacceptable behaviors, policy, and action required under such negative behavior.

Hecox shared congratulations were in order for Gus Larson and SMTD. Hecox reported that Gus Larson and SMTD had been nominated to receive *Stately* awards from the

Stateline Chamber. Hecox reported Larson has been nominated for two awards and SMTD has been nominated for award under the Small Business Category.

RMTD Executive Director Michael Stubbe updated the board on notice to be received from David Schafer ( IDOT Bureau Chief Transit Operations) regarding an increased apportionment for SMTD in FY27. Stubbe said the increase would be based on FY25 expenses to "*right size apportionments*" considering new legislative changes. Stubbe said 80/20 match would be available for the FY27 applications. Stubbe said Xavier Whitford (RMTD Comptroller) was working on compiling ridership expectations and would have those available to assist SMTD in preparation of its FY27 draft budget. Stubbe shared good progress was being made with RMTD's Operator's Union collective bargaining, which numbers affect the budget. Stubbe reviewed recent changes to legislation funding, customer service opportunities between areas, and RMTD's 5310 Planning Grant (R1 Planning) funds to conduct a study to determine among other things coordination between services without paying multiple fares.

#### **VIII. APPROVAL OF BILLS**

The following bills were reviewed and presented for approval:

HOSTWAY.COM	\$	3.96
CHARTER COMMUNICATIONS		135.00
STEPHANY M. CORNELLIER		109.43
SHARON K. HECOX		4,900.68
INTUIT		14.00
COMED		50.77
BLUE CROSS BLUE SHIELD		210.72
ILLINOIS DEPARTMENT OF REVENUE		332.19
SECURITY ALARM OF ROCKFORD		138.00
INTERNAL REVENUE SERVICE		1,986.28
HUMANA		20.90
MENARDS MACHESNEY PARK		178.80
MENARDS MACHESNEY PARK		63.01
NICOR GAS		80.58
STEPHANY M. CORNELLIER		212.20
QUILL CORPORATION		141.43
WALMART		201.60
ALPINE INVESTMENT GROUP		1,100.00
BLUEFIRE MEDIA		40.00
COUSIN COMMUNICATIONS		1,116.50
GENERATION 3		245.00

GUS LARSON	50.00
MARIETTA I. MATTOCKS	50.00
PAMELA J. CLIFTON	50.00
RICHARD ADAMS	50.00
ROCK VALLEY PUBLICATION	464.76
ROCKFORD MASS TRANSIT DISTRICT	160,626.91
SHARON K. HECOX	211.50
STATELINE CHAMBER OF COMMERCE	150.00
HOSTWAY.COM	3.96
MEDICARE	298.60
CHUBB	1,107.00
CHARTER COMMUNICATIONS	135.00
COMED	56.59
ILLINOIS DEPARTMENT OF REVENUE	336.28
INTERNAL REVENUE SERVICE	1,997.80
ILLINOIS DEPARTMENT OF EMPLOYMENT SECURITIES	7.95
SHARON K. HECOX	4,900.67
STEPHANY M. CORNELLIER	94.20
INTUIT	21.00
BLUE CROSS BLUE SHIELD	210.72
ROCKTON POSTMASTER	89.60
QUILL CORPORATION	209.91
NICOR GAS	117.95
STEPHANY M. CORNELLIER	131.71
HOSTWAY.COM	3.96
LABOR LAW CENTER	52.95
CHARTER COMMUNICATIONS	135.00
ALPINE INVESTMENT GROUP	1,100.00
BLUEFIRE MEDIA	40.00
COUSIN COMMUNICATIONS	1,624.00
ELEV815	200.00
FISH WINDOW CLEANING `	20.00
ROCK VALLEY PUBLISHING	586.50
ROCKFORD MASS TRANSIT DISTRICT	164,929.56
SHARON K. HECOX	457.46
SOSNOWSKI & SZETO, LLP	<u>504.94</u>
TOTAL:	<u>\$ 352,307.53</u>

Executive Director Hecox noted SMTD had received an additional invoice from Rock Valley Publishing in the amount of \$106.88 for legal publication of *SMTD 2026 Meeting Dates and Times* and requested board approval, if billing was not already included in Rock Valley Publishing invoices listed in register (above) for approval. Hecox said invoice was newly received and she had not had time prior to the meeting to verify if previously included in billing statements and requested approval, if not already included. Including the \$106.88 payment to Rock Valley Publishing, the total amount requested for approval was \$352,414.41. Chairman Larson entertained a motion for approval of the bills including additional \$106.88, totaling \$352,141.41. Trustee Cook motioned for approval; Trustee Mattocks seconded. All ayes, with Trustee Clifton entering her vote remotely. No discussion. Motion carried 5 – 0, with none opposing or abstaining, and the bills totaling \$352,307.53 were approved.

**IX.** **ADJOURNMENT** There being no further business to come before the board, Chairman Larson adjourned the meeting at 10:21am.

Respectfully submitted,

Sharon K. Hecox  
Executive Director