



Bis-Man Transit Annual Meeting Minutes

May 24, 2018, 11:30 AM

Bismarck-Mandan Transit Center

3750 E Rosser Avenue, Bismarck

Attending:	President Steve Heydt	Sec./Tres. DeNae Kautzmann
	Ben Ehreth	Royce Schultze
	Karel Sovak	Lacey Long
	Terry Woelber	Glenn Lauinger
Not Attending:	Kim Stevenson	
Staff:	Roy Rickert	Shanda Miller
	Abi Hoffman	Jerri Jurgens
	Deidre Hughes	David Lambott
	Albert Perez	
Guests:	Commissioner Steve Marquardt	Steve Saunders
	Jeannie Pederson	Trevor Vannett
	Jillian Schaible	Tom Reuer
	Julie Horntvedt	

Meeting was called to order at 11:32 AM.

Approval of Agenda: Steve Heydt requested to change the order of the agenda for the meeting. Item six was to be moved after item two. Ben Ehreth moved to approve agenda with change of order, Karel Sovak seconded the motion. Motion passed unanimously.

Consent Agenda: Royce Schultze requested clarification on liquidated damages. Roy clarified. Karel Sovak moved for approval of consent agenda, Lacey Long seconded. Motion passed unanimously.

Public Comment: Steve Heydt opened discussion for any public comments. Julie Horntvedt, Executive Director of the Developmental Disabilities Council, discussed state grants for individuals with disabilities and where applications can be found on the North Dakota State website.

Former Board Member Recognition: Steve Heydt presented Jeannie Pederson, former Board Member, with a plaque for her 27 years of service on the Board.

City Commission Update: Roy Rickert summarized the Bismarck city commission meeting regarding the University of Mary. The recommendation of the Board is to stop the pilot route to the University of Mary. Discussion was had about the process moving forward with the public hearings for the new green route. Ben Ehreth moved to have a finance committee meeting to discuss what would be needed from the University of Mary to continue the current route. After the finance committee meeting, a meeting is to be scheduled with the University of Mary to discuss financial partnership options for continuing the current Green Route. Terry Woelber seconded, motion passed unanimously. Ben Ehreth moved that after discussion with the University of Mary, the public process would be initiated to make the new green route permanent. Lacey Long seconded the motion. Motion passed unanimously. DeNae Kautzmann stated that she believed that work still needs to be started on an alternate green route.

New Employee Introduction: Roy Rickert introduced Deidre Hughes, Marketing and Mobility Manager, and David Lambott, Accounting Technician and Data Analyst.

Transportation Development Plan/SWOT Analysis Discussion: Roy Rickert discussed bus wrap options as a means for marketing the Transportation Development Plan to the public. The cost of the bus wrap will be covered by the City of Bismarck. The SWOT analysis is tentatively scheduled for the week of June 18th – 23rd. A doodle poll survey will be sent to Board Members to determine date.

CTAG Update: Roy Rickert stated CTAG Kickoff Meeting is to be held June 19, 2018

Operations Report: Albert Perez stated that safety meetings were beginning on June 12, 2018. Staffing for operators is an ongoing challenge for National Express. Albert Perez discussed Zonar and Drive Cam.

Executive Director Report: Roy Rickert discussed the City of Lincoln's public transit vote on June 12, 2018. Dump the Pump is scheduled for June 21, 2018. Ben Ereth moved that

June 21, 2018 be a free ride day system wide. Karel Sovak seconded the motion. Motion passed unanimously.

Other Business: Steve Heydt asked about the utilization of the Return Ride Home program. Roy Rickert stated that it is costing \$100-\$120 per month, approximately. This is lower than anticipated for the program.

Meeting was adjourned at 1:08 PM.