



Bis-Man Transit Meeting Minutes

June 28, 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	Kim Stevenson
	Glenn Lauinger	
Not Attending:	Lacey Long	Karel Slovak
	Terry Woelber	
Staff:	Roy Rickert	Shanda Miller
	Jerri Jurgens	Craig Thomas
	Deidre Hughes	David Lambott
	Albert Perez	
Guests:	Steve Saunders	Lorraine Davis
	Mayor Steve Bakken	Trevor Vannett
	Tom Reuer	Kenneth Fetzer
	Cynthia Goulet	

Meeting was called to order at 11:37 AM.

Approval of Agenda: Kim moved to approve the Return Ride Home Program be added to the agenda. Ben Ehreth seconded the changed agenda. Motion passed unanimously.

Consent Agenda: DeNae Kautzmann moved to approve item one and two on the consent agenda. Glen Lauinger seconded. Motion passed unanimously. Steve Heydt questioned item three on the consent agenda (ridership report). Roy Rickert clarified why the blue route showed a significant increase in ridership. Ben Ehreth moved to approve ridership report attachment to the agenda. Kim Stevenson seconded. Motion passed unanimously.

Public Comment: Steve Heydt opened discussion for public comments. Trevor Vannett expressed concerns about no longer servicing University of Mary for paratransit clients, as well as ending the Return Ride Home program. Glenn Lauinger questioned if Trevor Vannett knew clients who were utilizing the return ride home at this time. Trevor Vannett responded that the return ride home program was not being used due to the cost for clients.

CTAG Update: Roy Rickert summarized the Community Transportation Advocacy Group's Kickoff Meeting.

Green Route: Roy Rickert explained the proposed green route and the timing points associated with the route. Steve Heydt questioned if this potential route was what was being recommended based on the CTAG meeting and other discussion. Roy requested to begin moving forward with the route. DeNae Kautzmann asked how the change would affect funding. Roy Rickert explained that it would increase the population density for funding but not necessarily increase funding. Royce Schultze expressed concerns about no longer offering paratransit service to students at University of Mary. DeNae Kautzmann stated that without an operating fixed route to the University of Mary, paratransit could not operate. DeNae Kautzmann requested to see the city boundaries of Bismarck. DeNae Kautzmann expressed concerns about United Tribes also being located outside of the city boundaries. Kim Stevenson moved to approve the green route, as designed, be presented at public listening sessions and the commission meeting for approval. Glenn Lauinger seconded the motion. DeNae Kautzmann questioned how the approval would affect the service area. Roy Rickert clarified that it would expand the service area in that region only. Motion carried five to one.

Return Ride Home: Roy Rickert stated that it was the end of the Return Ride Home pilot program. Throughout the pilot, there were 331 rides taken, averaging 28 rides a month. DeNae Kautzmann questioned that if the Return Ride Home program were to continue if it would be a permanent program offered. She requested the program be reviewed by the finance committee. Glenn Lauinger moved to temporarily extend

the Return Ride Program, as presently constituted, for three months with the five dollar voucher rate. Ben Ehreth seconded the motion. Motion carried unanimously.

Mobile Ticketing: Roy Rickert discussed Token Ticket to make purchasing bus tickets more user friendly for riders. Kim Stevenson moved that Roy pursue mobile ticketing options. Royce Schultze seconded the motion. Motion carried unanimously.

West River Lease: DeNae Kautzmann moved to approve the West River Lease agreement. Kim Stevenson seconded the motion. Motion carried unanimously.

Public Comment Policy: Roy Rickert summarized the public comment policy. Ben Ehreth moved to approve the public comment policy as presented. Kim Stevenson seconded the motion. Motion carried four to two.

Decommission of buses 31, 43, 45: DeNae Kautzmann moved to decommission buses 31, 43, 45. Ben Ehreth seconded the motion. Motion carried unanimously.

5339(B): Roy Rickert explained the grant and that it could be used for facility maintenance. Kim Stevenson moved to allow Roy Rickert to apply for the grant. Ben Ehreth seconded the motion. Motion carried unanimously. DeNae Kautzmann moved to ask the city of Bismarck for 20% match on the 5339(B) grant and that Roy Rickert provide estimation of what the 20% will be. Glenn seconded the motion. Motion carried unanimously.

Read & Ride: Roy Rickert discussed the number of unwrapped buses. DeNae Kautzmann moved to approve the Read and Ride bus wrap, seeking sponsorship to defer the cost of the wrap. Kim Stevenson seconded the motion. Motion carried unanimously.

Operations Report: Albert Perez stated the need for four additional operators as well as a mechanic, dispatcher, and a utility individual. Albert also covered the cleaning of the facilities and the Dakota Transit Association Rodeo. Glenn Lauinger questioned the number of complaints received. Roy Rickert clarified that complaints were continuing to decrease.

Executive Director Report: Roy Rickert discussed Kirkwood Mall's request to remove all fixed route buses from operation in the mall parking lot. Gateway Mall requested all buses end service in 30 days, including paratransit. Roy Rickert stated that once all statistics for ridership were gathered, he would be reaching out to the general manager, as well as businesses operating in the Gateway Mall.

Other Business: Glenn Lauinger requested that additional data be collected for fixed route to United Tribes and how many people will be affected.

Meeting was adjourned at 2:00 PM.