



Bis-Man Transit Board Meeting Minutes

September 27, 2018, 11:00AM

Bismarck-Mandan Transit Center

3750 E Rosser Avenue, Bismarck

Attending:	President/Steve Heydt	Vice President/Kim Stevenson
	Sec./Tres. DeNae Kautzmann	Ben Ehreth
	Glenn Lauinger	Terry Wolber
	Lacey Long	Karel Sovak
	Glenn Lauinger	
Not Attending:	Royce Schultze	Commissioner Nancy Guy
Staff:	Roy Rickert	Shanda Miller
	Deidre Hughes	Jerri Jurgens
	Tom Reisenauer	
Guests:	Trevor Vannett	Susan Dingle
	Steve Saunders	

Meeting was called to order at 11:36 PM.

Approval of Agenda: Karel Sovak moved to approve the agenda as presented. Ben Ehreth seconded the motion. Motion passed unanimously.

Consent Agenda: DeNae Kautzmann moved to approve the consent agenda as presented. Lacey Long seconded the motion. Glenn Lauinger requested the special meeting minutes from September 9, 2018 be added to the October 2018 Board Meeting agenda packet. Motion carried unanimously.

Public Comment: Trevor Vannett commented that he would like Bis-Man Transit to continue the Return Ride Home program and lower the cost for riders.

Transit Asset Management Plan Update: Shanda Miller discussed attending a meeting with Roy Rickert pertaining to the State TAM Plan. Karel Sovak moved to approve the TAM plan as presented. Ben Ehreth seconded the motion. Motion carried unanimously.

Vehicle Security Camera Recommendations: Shanda Miller discussed the need to update security camera software used in fixed route and paratransit buses. DeNae Kautzmann moved to approve the purchase of updated security camera software. Lacey Long seconded this motion. Motion carried unanimously.

Lincoln Discussion: Roy Rickert discussed the current status of the mill levy from Lincoln as a sustainable funding source. The city of Lincoln has until October 1, 2018 to present a sustainable plan.

Return Ride Home Program: Roy Rickert discussed the end of the Return Ride Home program. As the pilot Return Ride Home program came to an end, it is required by the FTA that the taxi provider participating must have an active drug and alcohol policy in place. At this time, there are no taxi providers that meet the required parameters. DeNae Kautzmann requested that riders participating in the program be contacted and informed that no taxi providers wish to continue offering service at this time. DeNae Kautzmann requested that service hours for holidays be discussed by the finance committee during the budget review.

Mobile Ads Update: Roy Rickert stated that Scott Eide of Mobile Ads was not able to attend the meeting, but did provide an e-mail from Scott. Scott explained the challenges he was having selling bus wrap advertising space due to no longer having the ability to cover the windows.

Gateway Mall: Roy Rickert discussed the status of the contract with Gateway Mall to continue using the parking lot as a fixed route transfer point. The contract was sent to Gateway Mall's owner on September 26, 2018 with no response at this time.

Operations Report: Jerri Jurgens discussed that National Express currently has three operators in training. Steve Heydt requested that operator suggestions and surveys be relayed to the Transit Board.

Executive Report: Roy Rickert summarized the approval of the continuation to the Green Route pilot to the University of Mary, until June 30, 2019. Roy Rickert also discussed human trafficking training and awareness. Roy Rickert explained Bis-Man Transit's participation in the DTA conference and ROADEO event in Brookings, South Dakota in September of 2018. Steve Heydt requested that Green Route pilot ridership numbers for the University of Mary be sent to the Board each month.

Administrative Committee Update: Ben Ehreth reminded Board members that there would need to be a meeting in the next few weeks.

Finance Committee: No update at this time.

Service Area Committee: No update at this time.

Other Business: None at this time.

Meeting was adjourned at 12:36 PM.