



Bis-Man Transit Board Meeting Minutes

December 15, 2016

Bismarck-Mandan Transit Center

3750 East Rosser Avenue, Bismarck

Attending:	President Ben Ehreth	Vice President Steve Heydt
	Sec./Tres. DeNae Kautzmann	Kim Badenhop
	Glenn Lauinger	Marge Ellefson
	Jeannie Pedersen	Karel Sovak
	Terry Woelber	Kim Stevenson
	Mike Wagner	

Not Attending: None

Staff:	Roy Rickert	Gary Schumacher
	Shanda Miller	Elliot Rust
	Kalen Ost	Jerri Jurgens
	Nate Vatnsdal	
Guests:	Steve Saunders	Dean Mastel

Meeting was called to order at 11:32 a.m.

Consent Agenda: Glenn Lauinger asked to pull the Financial Packet and the November Transit Board meeting minutes. Karel Sovak moved to accept the remaining consent agenda. Terry Woelber seconded the motion and it carried unanimously. Glenn Lauinger suggested Roy Rickert have an objective criteria for how employees' wage increases are approved. Roy Rickert said he has a full review process that employees go through to determine raises. Glenn Lauinger also asked Elliot Rust to explain why the organization isn't receiving federal grant money. Elliot Rust said the City employee who works with Bis-Man Transit is instead working with financials related to the Dakota

Bis-Man Transit delivers valued public transportation, linking people, jobs and communities.

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Pipeline protest. Karel Sovak moved to accept the two pulled consent agenda items. Jeannie seconded the motion and it carried unanimously.

Changing Bus Routing: Gary Schumacher had been initially scheduled to talk about the new routing suggestion, but was attending a funeral, and was not in attendance until later in the meeting. Roy Rickert gave a short informational summary about the proposal, which examined implementing a transit hub.

Consideration of Finance Committee Recommendations: DeNae Kautzmann summarized the weekend's meeting between members of the Finance Committee and reiterated that the fixed route system could not withstand cuts while the paratransit could because it accounted for 60 percent of the organization's budget. The following motions were passed in the Finance Committee meeting and brought to the full Board for consideration:

1. Eliminate extended hours service and provide paratransit service from 5:30 a.m. to midnight.
2. Provide paratransit service to the city of Lincoln through Dec. 31 2017. If the City does not contribute at least \$20,000 during 2017 service will cease January 1, 2018. Provide service to the University of Mary for the 2017-18 school year if the university purchases \$40,000 in passes.
3. Create Guaranteed Ride program to run from midnight to 5:30 a.m. to be funded solely by community agencies and operated by Taxi 9000 or Metro Taxi through an RFP process.
4. There are three options for moving forward with the City of Bismarck: A) Stand firm on operating a balanced budget, B) Present another option based on the recommendation that if the budget doesn't balance, to request the commission supply the difference in money; or C) plan orderly transition to the City.

Karel Sovak moved to accept Finance Committee options that were approved. DeNae Kautzmann seconded the motion. Karel Sovak amended the motion to remove extended service. DeNae Kautzmann seconded the amendment and it carried 10-1.

Kim Stevenson moved for the organization to provide 24/7 paratransit service with an option for having a more financially sound way for people to have rides overnight. Karel Sovak seconded the motion and it was defeated 7-3.

Steve Heydt moved to take the Finance Committee's recommendation for paratransit to operate 5:30 a.m. to midnight, eliminate extended hours service and explore a guaranteed ride home program to compensate for no service from midnight to 5:30 a.m. DeNae Kautzmann seconded the motion. Steve Heydt amended the motion for the proposal to run paratransit from 5:30 a.m. to midnight, Monday through Saturday, and have holidays scheduled like original proposal in October effective on July 1, 2017. A guaranteed ride home style program would be developed to run from 7 p.m. to 6:30 a.m. for fixed route riders and midnight to 5:30 a.m. for paratransit riders. DeNae Kautzmann seconded the motion and it carried 9-1.

Kim Badenhop moved that if the City does not accept the proposal as the best the organization can provide, recognizing Bis-Man Transit has altered the proposal multiple times, the organization start

an orderly transition to the City. DeNae Kautzmann seconded the motion and it was defeated 6-3 with 1 abstain.

Consideration of Approval for Auditing Service: DeNae Kautzmann moved to accept Eide Baily for auditing services. Marge Ellefson seconded the motion and it passed 7-0 with 1 abstain.

Consideration of Disposal of Three Busses: DeNae Kautzmann moved to dispose of three paratransit vehicles. Steve Heydt seconded the motion and it carried unanimously.

Executive Director Report

2017 Triennial - Roy Rickert and Steve Saunders attended a review session for the Triennial in Denver recently. The Triennial GIR is due on December 16, 2016, and includes additional questions in greater detail. The packet is 56 pages longer than it was 3 years ago.

2014 Triennial - Following the approval of purchase of buses, FTA has officially closed out the 2014 Triennial.

Service Stoppage - Service was suspended three days over the past month. There have been some traffic accidents, but the majority was caused by other vehicles running into buses.

RSVP - RSVP is ending their service. Roy Rickert will be working with organizations on an individual basis moving forward, if they would like to utilize similar services as what RSVP provided.

Resignation - The December 2016 Transit Board meeting will be Marketing Director Kalen Ost's final meeting as he recently submitted his resignation. President Ehreth thanked Kalen for his work and the Board wished him well in his new position.

Committee Updates

Administrative Committee: No Updates.

Finance Committee: DeNae Kautzmann said the organization has been trying to close out its U.S. Bank account since last year. The appropriate paperwork has recently been signed and a personal phone call made to complete that process, and a check will be written out to the Bis-Man Transit Bus Depot to close out the account. DeNae Kautzmann requested data on the amount of fees assessed since the initial request to close the account had been made.

Board Application: Steve Heydt said he was planning to schedule a committee meeting in February and asked to be put on the agenda for that month's Transit Board meeting. Steve Heydt also requested an email be sent to Board members so they can alert the Board if they intend on re-running in April.

Adjourn: Terry Woelber moved to adjourn. Steve Heydt seconded the motion. The meeting adjourned at 2:39 p.m..