



## Bis-Man Transit Board Meeting Minutes

February 28, 2019, 11:30AM

Bismarck-Mandan Transit Center

3750 E Rosser Avenue, Bismarck

Attending:	President/ Steve Heydt	Vice President/Kim Stevenson
	Sec./Tres. DeNae Kautzmann	Glenn Lauinger
	Royce Schultze	Terry Woebler
	Nancy Guy	
Not Attending:	Ben Ehreth	Karel Sovak
	Lacey Long	
Staff:	Roy Rickert	Deidre Hughes
	Jan Curre	Craig Thomas
	Danae Thiery	Tom Reisenauer
	Amanda Troutman	
Guests:	Trevor Vannett	Tom Reuer
	Rachel Drewlow	Steve Saunders
	Brandon Schock	

Meeting was called to order at 11:40 AM.

**Approval of Agenda:** DeNae Kautzmann moved to approve the agenda. Glenn Lauinger seconded the motion. Motion carried unanimously.

**Consent Agenda:** Glenn Lauinger moved to approve the consent agenda as presented. Terry Woelber seconded the motion. Motion carried unanimously.

**Public Comment:** Trevor Vannett expressed concerns about the final Transit Development Plan presentation taking place on days when transit services were not operating. Additionally, Trevor stated he was still having accessibility issues at the Capitol Building.

Brandon Schock discussed concerns citizens of Lincoln have about the possibility of shortened hours of operation. Roy Rickert explained that any major changes to service, such as, routes and hours would need to go through several approval steps, as well as be presented to the community.

**TDP Update:** Bill Troe discussed the information that was presented to the public at the final round of public information meetings. Bill also stated that the final TDP draft is currently being reviewed by the steering committee and FTA. Discussion about holding a special board meeting to present the TDP was had. Meeting set for April 4, 2019 at 11:30am at the Bis-Man Transit Board Room.

**Employee Update:** Roy Rickert introduced the addition of Amanda Troutman to the Bis-Man Transit staff as Bookkeeper.

**Weather Policy:** Roy Rickert discussed the process that currently goes into determining whether Transit should suspend operations due to severe weather. Roy presented a formal plan to aid with this decision. Glenn Lauinger requested that additional language be added to the policy to include specifics on the closure of the administrative office and dispatch. Roy Rickert will present an updated policy at the next board meeting.

**Bus Decommission and Disposal:** Deidre Hughes discussed the decommissioning and disposing of buses 36, 37, 38, 48, and 49. Kim Stevenson moved to approve. Royce Schultze seconded the motion. Motion carried unanimously.

**Board Composition:** Roy Rickert discussed the current Board Member terms and who will be up for re-election. Ben Ereth will be resigning to avoid a conflict of interest with his new career.

**Urban Grant:** Roy Rickert discussed the results of the Urban Grant. Roy stated that the grant is a highway grant that would require the involvement of an engineer. DeNae Kautzmann moved to decline the Urban Grant. Terry Woebler seconded the motion. Motion carried unanimously.

**Operations Report:** Jan Curre discussed the success of the week-long operator hiring event for National Express.

**Executive Director Report:** Roy Rickert updated the Board that the administrative staff will be working on preparing for NTD and the audit. Bis-Man Transit will be switching insurance providers from Kramer Agency to Starion Financial. Roy also spoke with Blue Cross and Blue Shield about upcoming policy changes. Roy discussed the creation of the College Transit Focus Group to gather input on public transit and ridership. All six new cutaway buses have arrived and the two fixed route buses will be arriving in March.

**Administrative Committee Update:** None at this time.

**Finance Committee Update:** None at this time.

**Service Area Committee Update:** Royce Schultze presented the survey questions that will be administered to individuals affected by the services area changes. The survey will be distributed via mail and results will be presented to the Board.

**Other Business:** Roy Rickert addressed concerns about the possibility of the city ending the contract with Bis-Man Transit. The contract could be terminated with a six month notice.

Meeting was adjourned at 2:34 PM.