



Bis-Man Transit Board Meeting Minutes

April 18, 2019, 11:30AM

Bismarck-Mandan Transit Center

3750 E Rosser Avenue, Bismarck

Attending:	President/Steve Heydt	Vice President/Kim Stevenson
	Sec./Tres. DeNae Kautzmann	Karel Sovak
	Royce Schultze	Glenn Lauinger
	Lacey Long	Nancy Guy
Not Attending:	Terry Woebler	Ben Ehreth
Staff:	Roy Rickert	Deidre Hughes
	Jan Curre	Craig Thomas
	Danae Thiery	Tom Reisenauer
	Amanda Troutman	Shelley Couch
Guests:	Trevor Vannett	Susan Dingle
	Rachel Drewlow	Danny Friedt
	Allen Morris	Sandy Benedict
	Cynthia Goulet	Randee Sailer
	Jeannie Pedersen	Helen Baumgartner
	Elton Lassiter	Bill Troe
	Mickey Tuerner	Pauline Berck
	Cathy Schopp	

Meeting was called to order at 11:35 AM.

Approval of Agenda: Kim Stevenson moved to approve the agenda as presented. Lacey Long seconded the motion. Kim Stevenson moved to amend motion to not include Executive Director Review. DeNae Kautzmann seconded the amendment. Motion to amend original agenda carried unanimously. Motion to approve amended agenda carried unanimously.

Consent Agenda: DeNae Kautzmann moved to approve the consent agenda as presented. Royce Schultze seconded the motion. Motion carried unanimously.

Public Comment: None at this time.

TDP Update & Public Hearing: Bill Troe gave brief overview of Transit Development Plan. Trevor Vannett asked if the plan is still to reduce paratransit. Helen Baumgartner asked if previous recommendations were still in place. Cathy Schopp commented how a 7 PM cutoff would negatively impact those dependent on the services. Sandy Benedict furthered that individuals become sick after 7 PM. Allen Morris stressed he relies heavily on transit services. Trevor Vannett recommended researching legal requirements of age qualification. Jeannie Pederson commented about those reliant on paratransit services after 7 PM, also suggested that paratransit users no longer receive free CAT transportation.

DeNae Kautzmann moved to accept TDP report and present to City Commission. Karel Sovak seconded the motion. Motion carried unanimously.

Mobile Ads Addendum: Roy Rickert gave a brief overview pertaining to the Mobile Ads addendum of extending contractual durations. DeNae Kautzmann moved to table until next regular meeting. Glenn Lauinger seconded the motion. Motion carried.

Weather Policy: Roy Rickert reported that CTAG voted to recommend approval of the weather policy. DeNae Kautzmann moved to approve the weather policy. Lacey Long seconded the motion. Motion carried unanimously.

5310 Grant: Roy Rickert gave a brief overview of the 5310 Grant, stating it is another funding source to utilize for the mobility manager position and requested approval to move forward with fund request. DeNae Kautzmann moved approval of 5310 grant proposal for mobility manager position and preapproval of submitting 5310 of supplemental operations to increase paratransit service hours to cover 7 PM to midnight. Glenn Lauinger seconded the motion. Motion carried unanimously.

5339 Grant: Roy Rickert gave an overview of 5339 grant proposal to include one fixed route bus and one service truck. DeNae Kautzmann moved to approve the 5339 grant for submission. Glenn Lauinger seconded the motion. Motion carried unanimously.

Dump the Pump: Roy Rickert requested approval of a free fare day on June 21st in conjunction with the National Dump the Pump day, an incentive to encourage people to ride public transit. Royce Schultze moved to authorize the Administration team to decide on method of free fare (Thursday through Saturday vs. Free Day plus voucher). Glenn Lauinger seconded the motion. Motion carried unanimously.

Green Route: Roy Rickert discussed lack of ridership being met for the Green Route at the University of Mary. Possible remedies discussed included redesigning the route or offering free student rides if University of Mary can commit to a firm amount of \$17,500. Additional incentive suggested included bus wrap advertising for University of Mary.

Operations Report: Jan Curre discussed working on customer service with the drivers and addressing complaints with video research and any necessary disciplinary actions.

Executive Director Report: Roy Rickert discussed the College Transit Focus Group and the need for more discussion on how to gain student interest to increase ridership. Roy Rickert attended a grant training class covering how federal grants have to be administered. Deidre Hughes will be attending the CTAA Annual Conference May 19th-23rd. Roy Rickert will be attending a Financial Planning class May 13th-17th. Bis-Man Transit was invited to join Band Night Parade May 10th and will be using the Read & Ride bus. May 18th is the Touch a Truck event in Mandan.

Finance Committee Update: None at this time.

Service Area Committee Update: None at this time.

Other Business: None at this time.

Meeting was adjourned at 1:54 PM.