



# Bis-Man Transit Board Meeting Minutes

March 28, 2019, 11:30AM

Bismarck-Mandan Transit Center

3750 E Rosser Avenue, Bismarck

Attending:	Vice President/Kim Stevenson	Sec./Tres. DeNae Kautzmann
	Glenn Lauinger	Karel Sovak
	Royce Schultze	Ben Ehreth
	Lacey Long	Nancy Guy
Not Attending:	Terry Woebler	President/Steve Heydt
Staff:	Roy Rickert	Deidre Hughes
	Jan Curre	Craig Thomas
	Danae Thiery	Tom Reisenauer
	Amanda Troutman	
Guests:	Trevor Vannett	Susan Dingle
	Rachel Drewlow	Scott Eide
	Marlene Warnke	Darcy Andahl
	Shauna Laber	

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

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Meeting was called to order at 11:39 AM.

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

**Consent Agenda:** Ben Ehreth moved to approve the consent agenda as presented. Lacey Long seconded the motion. Motion carried unanimously.

**Public Comment:** Trevor Vannett requested that the Citizen Transportation Advocacy Group (CTAG) be involved in the weather policy approval decision. Susan Dingle also requested that CTAG discuss the weather policy at the next meeting, April 8<sup>th</sup>. Susan expressed concerns about making any changes in the future to the Red and Purple Routes, as these routes have higher ridership numbers than others.

**TDP Update:** Bill Troe addressed a previously asked question (February 28, 2019 Board Meeting) about Rapid City, South Dakota's ridership and low cost of operation. This is due to part-time employment for the majority of their fixed route bus drivers. High ridership numbers are a result of individuals under the age of 18 receiving free rides.

Bill discussed recommendations made in the TDP if no new funding is secured as well as recommendations if Bis-Man Transit received additional revenue for service expansion.

**Advertising:** Roy Rickert stated that Scott Eide, of Mobile Ads, has been working on securing new advertising contracts but many companies would like to be able to have their advertisements run longer than the end of the year (End of Mobile Ads contract is December 31, 2019). Roy will draft an amendment to the Mobile Ads contract to allow payment to Scott for advertisement contracts he obtained that last longer than the end of the year 2019. Scott Eide stated that this would help significantly to sell new bus wraps and advertisements.

**Weather Policy:** Roy Rickert presented the drafted weather policy. Roy stated he would like the policy to move to the CTAG for review. DeNae Kautzmann said that she was happy with the changes that were made to the first draft of the weather policy. Ben Ehreth moved to table the policy. Royce Schultze seconded the motion. Motion carried 5 to 2.

**5307 Grant Update:** Roy Rickert discussed the amount of funding that Bis-Man Transit will be receiving in grants. Roy also stated that it is unknown what funds will be received next year.

**Board Member Applications:** Roy Rickert stated that all Board Member applicants were invited to attend to meeting. Shaunda Laber, Susan Dingle, and Trevor Vannett introduced themselves to the Board. Helen Baumgartner is also up for elections but

was unable to attend the meeting. Board Members up for re-election include Steve Heydt, Kim Stevenson, and Glenn Lauinger. Elections will take place at the April Board Meeting. Terry Woebler resigned from the Board and Ben Ehreth will also be stepping down after the April Board Meeting.

**Stuff the Bus:** Deidre Hughes stated that Bis-Man Transit will be hosting another Stuff the Bus charity event in the summer. Deidre asked the Board for recommendations on charities to gather for, as well as possible locations to park the bus. It was recommended that Bis-Man Transit gather food for all the pantries in the Bismarck-Mandan area and disperse the donations accordingly.

**Operations Report:** Jan Curre discussed the success of the job fair National Express attended at the Ramkota Inn in Bismarck.

**Executive Director Report:** Roy Rickert discussed the arrival of the new fixed route buses. Roy also discussed the creation and intent of the College Transit Focus Group, as well as the change in time of the audit.

**Administrative Committee Update:** Ben Ehreth stated that Roy's performance review will be completed in the next two weeks.

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

**Service Area Committee Update:** Roy Schultze summarized the results of the Service Area Survey.

**Other Business:** None at this time.

Meeting was adjourned at 1:13 PM.