



Bis-Man Transit Regular Board Meeting Minutes

April 28, 2022, 11:30AM

Via Zoom & In-person at 3750 E Rosser Ave. Bismarck, ND 58501

Attending:	Shauna Laber, President	Lynn Wolf, Vice President
	DeNae Kautzmann, Secretary	Helen Baumgartner
	Glenn Lauinger	Lacey Long
	Steve Heydt	Royce Schultze
	Karel Sovak	Commissioner Guy
Staff:	Deidre Hughes	Taylor Kitzan
	Mike Mundahl	Tom Reisenauer
	Danae Thiery	
Guests	Trevor Vannett	Susan Dingle
	Rachel Drewlow	Mike Connelly
	Pat Brink	Patrick Brooke
	Cheri Giesen	Andrew Stromme

Meeting was called to order at 11:30 A.M.

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

Consent Agenda: Karel moved to approve the consent agenda. Glenn seconded the motion. Motion carried unanimously.

Public Comment: N/A

Unfinished Business

1. **Mandan Bench Follow-up:** Deidre discussed that three locations for benches in Mandan will be presented at the next Mandan City Commission meeting. Deidre thanked DeNae and Glenn for attending previous meetings for bench locations.
2. **Transit Development Plan Update:** Deidre discussed that the TDP RFP closed and no companies submitted a bid. MPO did ask the companies that were invited to bid why they did not, and answers were that they didn't know the bid was there or didn't have a project manager that was well versed in the transit world. Rachel commented she would take any questions the Board had. Glenn asked if it was because of the scope. Rachel answered no, that the scope was good, and it was just a timing issue for companies at this time. The RFP will go up for bid again in May or June.

New Business

1. **Free Ride Day - June 14th:** Deidre presented to the Board that there was interest in the community for Free Ride Day for Bismarck & Mandan municipal elections. Deidre commented that this would replace "Dump the Pump" day that previously was recognized as free ride day. Lynn moved to approve the Free Ride day on June 14th, 2022. Glenn seconded the motion. Motion carried unanimously.

Executive Director Report

1. **Otto Bremer Grant Update:** Expiration date is May 13, 2022. Due to supply chain issues, Transit does not have a delivery date ETA. The original order date was in May of 2021 and an extension has been submitted to Otto Bremer. Transit may have to pay on purchase order as proof of purchase to Otto Bremer in order to avoid turning back funds.
2. **Community Outreach:**



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info@bismantransit.com



701.258.6817



www.bismantransit.com

- Touch a Truck in Mandan and Wachter Middle School Scavenger Hunt in the month of May.
- Transit is now a member of the Missouri Valley Homeless Coalition, Inc.
- Deidre has taken over as the Secretary of the Mayor's Committee of people with disabilities, is a member of the Together 45 club, and steering committee for East Main Avenue corridor study.

Deidre commented that there is a slight change to Orange Route to get closer to the newly opened Dream Center on Park Avenue. Deidre discussed the 30% increase on CAT bus ridership from February to March and if it will carry into April from being out of service three days due to inclement weather. DeNae added that Deidre also has been helping South Central with students riding the CAT bus and they are extremely grateful.

Operations Report: Danae discussed that National Express is continuing working on staffing and she will be attending a Job Service Hiring event on May 4th.

Other Business: Deidre thanked Shauna and presented her with a gift for her time served on the Board on behalf of the Board, herself, and the Admin Staff. Danae also presented a thank you gift from National Express. Shauna expressed her gratitude for being able to serve on the Board and thanked National Express for their dedication to Transit and the community.

Karel moved to adjourn the Regular Board Meeting. Lynn seconded the motion. Motion carried unanimously.

Meeting adjourned at 11:47 A.M.



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