



Bis-Man Transit September Special Board Meeting Minutes

September 12, 2022, 11:30 AM

Via Zoom and In-Person at 3750 E Rosser Ave. Bismarck, ND 58501

Attending: Lynn Wolf, President DeNae Kautzmann, Secretary/Treasurer
Glenn Lauinger Royce Schultze
Steve Heydt

Not Attending: Karel Sovak Lacey Long, Vice President
Helen Baumgartner Andrew Stromme

Staff: Deidre Hughes Mike Mundahl
Taylor Kitzan

Guests: Jeannie Pedersen Susan Dingle
Randee Sailer Ardeen Belile Brenneise
Cathy Job

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

DeNae explained to the Board that she had been working with Janelle Combs, City Attorney at the City of Bismarck, on inconsistencies within the City of Bismarck and Bis-Man Transit contract. The amendment to the contract is good, but doesn't cover enough in terms of service hours outside of fixed route hours. After discussion with Janelle and the completion of the amendment, the amendment doesn't include the times paratransit runs before or after fixed route hours or Sunday hours. DeNae concluded that the amendment being presented to the City Commission at the Tuesday night meeting is a good start, but it will need to go further.

Royce asked if this amendment would include Holiday Hours, temporary hours (construction), and Sunday hours. DeNae answered that no it does not include the Sunday hours.

DeNae moved that the Board recommend to the City Commission that the amendment as presented be accepted; however, the Board would like to further consider looking at all hours outside of the fixed route service hours. Steve seconded the motion for discussion. Motion carried unanimously.

Royce asked if this amendment included any hours outside of fixed route hours, if that includes Sunday hours and later paratransit hours. DeNae answered that it would include paratransit hours 5:30 A.M.-7:00 A.M., 7:00 P.M.-12:00 A.M., and Sunday hours 7:30 A.M.-2:30 P.M. and that her motion was to further include those hours in an amendment.

Glenn explained that in Spring 2020, U-Mary had shut down their campus due to COVID-19 and he was not able to change the route to no longer go out there unless the City Commission approved it. Glenn asked if this amendment would make it so Transit could make that temporary change without City Commission approval. DeNae answered that she would consider that a temporary service change, and yes, Transit would be able to approve that change without City Commission approval. Steve commented that the verbiage in the contract for temporary reduction in service doesn't list a timeframe and only gives a few examples and suggested verbiage be clarified when the Board looks at expanding the amendment. DeNae explained that if there is a word that isn't defined, the rules of interpretation under the law, is that the common definition of the word is used and that should cover instances that the Board is concerned about. Royce asked if paratransit hours outside of fixed route hours could be added within the COB contract and NE contract. DeNae explained that what will be added is that the Transit Board will have the ability to increase or decrease hours outside of fixed route hours due to having the data and community input. Glenn commented that it's required by the FTA to receive public input before changing paratransit hours.

Steve moved to adjourn the meeting. DeNae seconded the motion. Motion carried unanimously.

Meeting adjourned at 11:54 A.M.



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