



Bis-Man Transit Board Meeting

February 27, 2025, 11:30 AM

Via Zoom and In-Person at

3750 E. Rosser Ave. Bismarck, ND 58501

Attending:

Lynn Wolf, President

Helen Baumgartner

Glenn Lauinger

Andrew Stromme

Royce Schultze

Commissioner Connelly

Commissioner Rohr

Not Attending:

Lacey Long, Vice President

DeNae Kautzmann, Secretary/Treasurer

Karel Sovak

Steve Heydt

Staff:

Deidre Hughes

Taylor Kitzan

Mike Mundahl

Craig Thomas

Amanda O'Brien

Tom Reisenauer

Guests:

Trevor Vannett

Kim Riepl

Susan Dingle

Paulette Jacobsen

Meeting was called to order at 11:33 A.M.

Approval of Agenda: Glenn moved to approve the Agenda. Royce seconded the motion. Motion carried unanimously.

Consent Agenda: Helen moved to approve the Agenda. Andrew seconded the motion. Motion carried unanimously.

1. Previous Month's Minutes
 - a. Attachment A – 2025/1/23 Regular Meeting
 - b. Attachment B – 2025/2/21 Executive Committee Meeting
2. Financial Report
 - a. Attachment C
3. Ride Stats
 - a. Attachment D

Public Comment: No public comment given.

Old Business

1. Sales Tax Contribution Update: Deidre discussed that the Transportation Steering Committee met this past Tuesday in Bismarck. The initial meeting lasted an hour and topics discussed were:
 - Services offered
 - Pain points of the current service
 - Expansion to service for both modes of transportation
 - Transportation to healthcare services for both employees and patients
 - Long wait times for Dialysis patients on paratransit
 - Fixed route does not go past CHI hospital currently
 - Affordable housing on fixed route
 - Contract with WeDriveU

The next meeting will focus on the deficit issue, fixed route schedules, and Bismarck Public Schools employee busing. Meetings will be held bi-weekly and will be recorded and distributed. These are open meetings held in the Tom Baker Room of Bismarck City Hall.

Deidre reached out to Jim Neubauer on the City of Mandan Sales Tax and he is working on an application on the disbursement of the funds.

New Business

1. Employee Handbook Update: Deidre explained that the update of employee benefits for the Dependent Care Plan and Flexible Spending Account that was approved by the Board last



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701.258.6817



info@bisantransit.com



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December was added to the Employee Handbook. Glenn moved to approve the update to the Employee Handbook. Andrew seconded the motion. Motion carried unanimously.

Executive Director Report

1. Upcoming Elections: Deidre reminded the Board that the Annual Board Member Election will be coming up at the April Board Meeting on April 24th. Board Members that are up for re-election are Glenn, Helen, and Andrew. If any Board Members know potential applicants, applications are found online and can be submitted to Deidre by April 18th.

Operations Report: Craig explained that Orange Route ridership has grown considerably since the beginning of 2025. This month the Orange Route has provided nearly 3,000 rides. There are several hotspots that people are going to on this route. Walmart, The Soup Kitchen, Ministry on the Margins and Sanford Hospital and clinics. Operations hopes to see this growth continue across all routes this year. Last week, Operations staff held their Annual Chili Cookoff. Fixed Route Operator Dennis McCallum took home 1st Place. Management will continue to have events throughout the year to keep morale high.

Helen thanked Craig for the color text on the digital marquees as it helps her recognize what route each fixed route bus is on. Helen asked Craig why January on-time performance was 84% when the weather was fairly nice. Craig answered that he is working with drivers on this and it will improve. Helen explained to Craig that the announcement on Purple Route will announce “Mandan Library” right after leaving Mandan High School and that is not correct. Craig responded that he will look into this for a fix.

Other Business: No other business.

Adjourn: Andrew moved to adjourn the meeting. Helen seconded the motion. Motion carried unanimously. Meeting adjourned at 11:53 A.M.



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