



Community Transportation Input Committee Meeting Minutes May 19, 2025, 2:00 PM

Attending:	Helen Baumgartner	Glenn Lauinger
	Jeannie Pedersen	Randee Sailer
	Trevor Vannett	
Staff:	Deidre Hughes	Mike Mundahl
	Craig Thomas	Amanda O'Brien
Guests:	Alissa Patterson	

Meeting was called to order at 2:00 P.M.

Regular Agenda

1. Welcome and Introductions:

2. Review and possible appointment of New Members:

Deidre stated two new applications were received to join CTIC. Alissa Patterson introduced herself. Deidre provided background information on the other applicant, Lane Hoffer. Glenn moved to recommend approval of the two applicants to the Board. The motion was seconded by Trevor. There was no further discussion. The motion carried unanimously.

3. CTIC Duties and Responsibility Document Discussion

Deidre shared the existing duties and responsibilities of the Community Transportation Input Committee that the Board originally put forth. Under the membership portion, the current wording says, "Applications for the public positions will be accepted through the end of March.". Deidre said applications for CTIC have been accepted at any point in time because the committee is not at capacity, which is 10 members of the public and



three members of the Board. With two new members, the committee would still be short four community members and one Board member.

Deidre suggested adding a line in the membership portion of the duties and responsibilities that would allow us to accept applications year-round, so long as the committee is not at capacity. Trevor said he was in favor of making that revision to recommend to the Board, and there may be some changes in duties as Bis-Man Transit goes through the sales tax initiative. Glenn said he had a proposed change to the same section.

Glenn proposed changing the wording to say:

Applications for the public positions can be accepted at any time until the 10 public positions are filled. These applications will be reviewed, and action will be taken on them as deemed appropriate by the Chairperson and the President of the Board of Directors. Once the 10 public positions are filled, reappointment and appointment of new members will occur at the May Bis-Man Transit Board meeting.

Deidre pointed out that under the timeframe portion, the current wording says, "Members of the public will hold their position for three years." This hasn't been tracked because there has not been a lot of interest in the committee. Deidre suggested keeping that wording in place, but keep it in mind going forward to devise a plan to have terms similar to the Board of Directors. Glenn said if the recommendation was going to be made to accept two new members, the committee should also recommend re-appointing the four current members of the committee if they are willing to continue serving. Jeannie asked if that would mean having to reapply. Glenn said he thought that, at the same time the committee recommended accepting two new applicants, they could recommend the reappointment of the current members. Deidre asked if they would want to have staggered appointments so that members are appointed each year instead of all members every three years. Glenn said his opinion was that it would be a good idea.

Deidre asked if any members would like to volunteer for a one-year term and said that didn't mean they wouldn't be able to serve following next year, just that they would be reappointed next May at the Board meeting if they wanted to continue serving. Jeannie volunteered to serve a one-year term. Trevor agreed to serve a three-year term. Randee agreed to serve a three-year term. Trevor recommended that the two new members be appointed to two-year terms. Susan would serve a one-year term.



Glenn said he would like to see a representative from one of the colleges, someone from the medical community, someone from the elderly community, and someone from the business community. Jeannie and Alissa said they sit on committees and can reach out through Sanford. Deidre suggested working on recruiting individuals in those categories, but may not want to limit membership. Deidre said she would bring it up at the next Community Needs committee meeting later in the month. Deidre will work on getting the changes made to the document. If it is not ready to present to the Board this month, it may come up again in June.

4. Sales Tax Discussion Update

Deidre provided an update on the community conversation that happened last week. The discussion was about transportation gaps in the community. Dakota Media Access has posted the recording. One of the biggest takeaways was the additional need for service in the community, especially having service run later. That is something the transportation steering committee has noted and will likely recommend to the Bismarck City Commission at the next Bismarck City Commission meeting to provide funding to Bis-Man Transit to provide some additional service options. The transportation steering committee did have a meeting last week. It recommended to the Bismarck City Commission to provide Bis-Man Transit with up to 1 million to help cover Bis-Man Transit's projected deficit. Mandan does have an application to apply, but that process is not ready yet.

5. Orange Route Discussion

Deidre said that changes to the Orange route to get closer to CHI St. Alexius have been discussed for some time. Deidre presented two options that Craig had provided.

Option one would be with the Orange route, Eastbound travel. After leaving Front Avenue, the route would go North on 9th Street, East on Broadway, and South on Airport to get back onto the existing route. Deidre said Craig did a test run with these changes, and it is a very tight run. If there are a lot of stops, another area would likely need to be cut. That additional cut would eliminate traveling directly in front of DCIL, with the Orange route staying on Rosser Avenue to the Transit Center. The Orange route would still be within walking distance of DCIL. Jeannie said that would be feasible.



3750 E Rosser Avenue,
Bismarck, ND 58501



info@bisantransit.com



701.258.6817



www.bisantransit.com

Option two would involve the Orange route, specifically Westbound travel. After the bus leaves Bis-Man Transit, it would follow the existing route to 16th Street and Avenue C, where it would continue to Rosser Avenue and then travel West on Rosser Avenue. The route would then travel North on 9th Street to reach Bismarck High School and continue on the existing route. The second option would eliminate the section of the route that travels past BECEP.

Helen questioned the safety of the bus stopping on Rosser Avenue versus Broadway Avenue near CHI St. Alexius. Craig said the advantage of stopping on Broadway Avenue would be the crosswalk on Broadway in front of the hospital. Helen asked if a change had been made, and it did not improve ridership, could it be changed back? Deidre said it could be tried as a pilot project; we would follow the service change policy. Deidre said a pilot project could run for less than a year.

Trevor suggested moving forward with option two and revisiting it as a group to see what the feedback is on it. Deidre said she would calculate the exact mileage of the proposed changes to see how to proceed and would likely have an update for the next CTIC meeting.

6. Other Business

Glenn followed up with Deidre regarding the Mandan Memorial Highway construction. Deidre spoke with the City of Mandan, and it was confirmed that the Memorial Highway will not be closed entirely. The Purple route will continue to operate on the normal route.

Trevor said that if anything is needed to help with Mandan, please let the committee know.

Trevor moved to adjourn. Second by Jeannie.

Meeting adjourned at 2:48 P.M.



3750 E Rosser Avenue,
Bismarck, ND 58501



info@bismantransit.com



701.258.6817



www.bismantransit.com