



Bis-Man Transit Board Meeting

January 22, 2026, 11:30 AM

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

Attending:

Lynn Wolf, President

Lacey Long, Vice President

Glenn Lauinger

DeNae Kautzmann, Secretary/Treasurer

Karel Sovak

Steve Heydt

Commissioner Connelly

Not Attending:

Royce Schultze

Helen Baumgartner

Julie Horntvedt

Staff:

Deidre Hughes

Craig Thomas

Tom Reisenauer

Amanda O'Brien

Guests:

Trevor Vannett

Susan Dingle

Zachary Wieand

Paulette Jacobsen

Kim Riepl



3750 E Rosser Avenue,
Bismarck, ND 58501



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Meeting called to order at 11:31 A.M.

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

Consent Agenda: DeNae moved to approve the Consent Agenda. Steve seconded the motion. Motion carried unanimously.

1. Previous Month's Minutes
 - a. Attachment A – 2025/12/18 Regular Meeting
 - b. Attachment B – 2026/1/19 CTIC Meeting
 - c. Attachment C – 2026/1/19 Finance Committee Meeting

2. Financial Report
 - a. Attachment D

3. Ride Stats
 - a. Attachment E

Public Comment: Trevor Vannett stated that he supported the service change proposal and the opening of the Holiday demand response service to the general public. Trevor commented that he looks forward to getting the Transit Development Plan Started

New Business

1. Public Comment/Hearing Comments
 - a. Attachment G

Deidre summarized the comments that were received through the public comment process, as included in the Board Packet. Deidre also discussed the comments received at the public hearing held before the Board meeting. There was a discussion about including general public riders in the Holiday demand response service. Participants were in favor. It was asked that the Holiday service hours also be revisited in the future.

2. Service Change Recommendation

Deidre summarized the proposed service changes for Board approval.

- Fixed-Route CAT Bus: Increase operating hours by 4 additional hours daily, Monday through Saturday.
 - Proposed hours – Monday to Friday: 6:00 AM to 10:00 PM; Saturday 7:00 AM to 10:00 PM

- Sunday Paratransit/Demand Response: Extend current Sunday hours
 - Proposed hours – 7:30 AM to 6:00 PM



- **Public Access:** Transition Sunday demand response and holiday services from restricted eligibility to being fully open to the general public, though operated as two separate services for a trial period. The general public will follow the same scheduling procedures currently in place, and the cost of each trip will remain \$3.00.

DeNae questioned the cost per trip for the general public holiday service. Deidre confirmed that it will also remain \$3.00.

DeNae moved to approve the staff recommendation. Steve seconded the motion. Motion carried unanimously.

3. WeDriveU Contract Amendment Discussion

a. Attachment H

Deidre stated that she has been working with WeDriveU on a contract amendment with the new service hours. There is no action at this time, but it will come before the Board for approval once the City Commission acts on the service change recommendation.

4. Accountant Position

Deidre discussed that the open accountant position was in the process of being filled but there were concerns by the applicant, who was offered the job, regarding the out of pocket cost of the health insurance policy.

DeNae moved to fully cover employee and family health insurance costs by removing the current board-approved \$1,800 cap. Glenn seconded the motion. Steve expressed concerns about covering the full cost of healthcare premiums due to rising healthcare costs. Motion carried unanimously.

Executive Director Report – Attachment I

Deidre summarized her report that was included in the board packet.

Operations Report – Attachment J

Craig summarized his report that was included in the board packet.

Other Business: Commissioner Connelly stated that he attended the potluck in December and appreciated our service.

Meeting adjourned at 12:07 P.M.



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