



Bis-Man Transit delivers valued public transportation, linking people, jobs and communities.

Bis-Man Transit Board Meeting

June 25, 2026, 1:00 PM

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

Helen Baumgartner

Royce Schultze

Not Attending:

Julie Horntvedt

Commission Connelly

Commissioner Rohr

Staff:

Deidre Hughes

Mike Mundahl

Craig Thomas

Amanda O'Brien

Tom Reisenauer

Guests:

Trevor Vannett

Paulette Jacobsen

Kim Riepl

Susan Dingle



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Meeting called to order at 1:00 P.M.

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

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

1. Previous Month's Minutes
 - a. Attachment A – 2026/5/28 May Meeting
 - b. Attachment B – 2026/6/22 CTIC Meeting
 - c. Attachment C – 2026/6/22 Finance Committee Meeting
2. Financial Report
 - a. Attachment D
3. Ride Stats
 - a. Attachment E

Public Comment:

New Business

1. 1502 Transmission Purchase Recommendation
 - a. Attachment F

Deidre stated that there were issues with the transmission on bus 1502. This bus is a 2015 Gillig, fixed-route bus. This vehicle has 436,550 miles on it. The useful life for a bus this size (35 feet), per FTA standards, is 12 years or 500,000. Quotes were sought from three vendors. Of the three, Interstate Power Systems had the lowest bid of \$15,718.86. WeDriveU is responsible for the first \$2,000. Harlow's failed to provide a quote in time. The remainder will be paid using 5307 funds at an 80/20 split, with the local match being \$2,743.78. DeNae moved to approve this request to purchase and replace the transmission and associated parts for bus 1502. Karel seconded the motion. Motion was carried unanimously.

2. Transit Development Plan Board Involvement Discussion

Deidre stated she met with Bolton & Menk and the MPO last week. One item discussed was the structure of this study's steering committee. They are requesting some Board involvement, if the Board wishes. Two to three Board members that are willing to serve on the Steering Committee to help guide the study. There will be four meetings throughout the process. They will take place in August, October, February, and May. The October meeting will double as a planning workshop, which will be open to the public. They will also have five touch points with the Board. She is looking to see if there are a couple of Board members who would be willing to participate on that Steering Committee, and she can share contact information with the



consultants. Lynn asked the Board members whether anyone would like to volunteer for this. Lynn and Glenn stated they would participate. Helen stated she would volunteer if no one else stepped up. Since Helen volunteered to serve Glenn withdrew from participating. Deidre will send an email to the Board asking for any other volunteers.

Executive Director Report – Attachment G

1. Bus Voucher Recommendation Deidre

Deidre gave an update on the bus vouchers. The City Commission approved the purchase of \$5,000 of sales tax money, which will be used for CAT bus vouchers. The Community Advisory Committee will administer the program. The chair of the committee is Daniel Nairn, who is the City Planning Director. Deidre has spoken with the chair and provided him with the program framework, as discussed with the board and the city commission. The next meeting of the committee is July 22 at 1 PM at Bismarck City Hall.

2. Coordinated Human Services Transportation Plan Update

Deidre stated that every five years, Bis-Man Transit must update its Coordinated Human Services Transportation Plan to remain eligible for Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities grant funding. A survey for human service providers and riders has been developed and will be distributed. Public comment meetings will be held at the Mandan Morton Public Library on July 28th from 10:30 AM to 11:30 AM and at the Bis-Man Transit Facility from 2:00 PM to 3:00 PM. An additional meeting is scheduled for July 30th from 4:30 PM to 5:30 PM at the Bismarck Veterans Memorial Public Library. The finalized plan will be presented to the Board for approval at the August 27th Board Meeting.

3. Free Ride Day Update

Bis-Man Transit offered free rides on June 9th. 612 trips were completed on the CAT Bus, and 331 were completed on CAT.

4. Ridership Update

Deidra stated that in May, 16,545 CAT bus trips were completed. Of this total, 1,382 were completed after 7:00 PM and 584 before 7:00 AM.



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5. CAT Bus Accident June 17, 2026

Deidre updated the Board that Bus 1910 was involved in a not-at-fault accident on June 17th. This accident resulted in one passenger injury and significant damage to the bus. The bus is a 2019 Alexander Dennis Enviro 200. Staff is working with insurance to determine the cost of repairs and

how long the bus will be out of service. Steve asked Deidre if she knew what type of insurance the individual who caused the accident had. Steve asked whether they have adequate insurance to pay out a significant portion to cover the bus? Deidre stated that we submitted the claim to our insurance first. They will have to go to subrogation with the other individual's insurance. He has Allstate Property Insurance, and we are not sure of the specifics. Glenn asked if there were sufficient buses available and if it had affected our service. Deidre stated that we have been using paratransit buses because other buses are out of service. We have been using the flex bus every day, along with one other para bus.

Operations Report – Attachment H

Craig summarized his report, which was included in the board packet.

Other Business:

Lynn thanked Commissioner Rohr for his 16 years of service to the Transit Board as a Representative for the City of Mandan.

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

Meeting adjourned at 1:25 P.M.



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