

Metropolitan Transit Authority of Black Hawk County
Monthly Board of Trustees Meeting
12:00pm, Thursday, February 25, 2021
MET Board Room
1515 Black Hawk St.
Waterloo, IA 50702

This will be an online meeting. Live audio and materials will be available using the following link:
<https://global.gotomeeting.com/join/178082933> or dialing 1(872)240-3212 Access Code: 178-082-933

1. Roll Call and Establishment of a Quorum
2. Approval of Agenda
3. Approval of Minutes

PUBLIC COMMENTS:

4.

Board members who have an actual or potential conflict of interest should not participate in discussions or vote on matters affecting transactions between MET Transit and the other group.

ACTION ITEMS:

5. Motion to approve a budget amendment for FY21.
6. Motion to authorize the Authority's General Manager to apply for Federal and State Transit funding for FY22.

STAFF REPORTS:

7. General Manager Report
8. Financial Report—Finance Manager
9. Operations/Maintenance Report- Operations Manager
10. Training/On Street Operations – Trainer/Supervisor
11. Motion to accept and file staff reports.

DISCUSSION ITEMS:

12. Old Business
13. New Business
14. Motion to adjourn

**METROPOLITAN TRANSIT AUTHORITY
OF BLACK HAWK COUNTY
BOARD OF TRUSTEES Meeting
Thursday, January 28, 2021
Virtual Meeting via GoToMeeting**

Due to the continuing COVID-19 pandemic, this meeting was held electronically in compliance with Iowa Code Sections 21.4 and 21.8.

The Board of Trustees of the Metropolitan Transit Authority of Black Hawk County met on the above date in regular session, pursuant to law and the rules of said Board. The meeting was called to order at 12:01 pm by Board Chair, Rose Middleton.

Rose Middleton did roll call. Present were Trustees: Janna Diehl, Dave Glenn-Burns, Rudy Jones, Lon Kammeyer, Rose Middleton, Pat Becker, and Bonetta Culp.

Absent: Dusky Steele, Amanda Goodman, Stefanie Hartel, Stefanie Sheetz, and Elle Boeding

Staff present: David Sturch, General Manager; Jim Nienkark, Paratransit Operations Manager; Mladen Gledic, Finance Manager; Dave Weigel, Lead Mechanic

Staff absent: Cory Ernst, Fixed Route Operations Manager; Robert Sneed, Administrative Assistant; and Dave Weigel, Lead Mechanic

Others present Jane Bentley-Gadow, Hawkeye Community College.

AGENDA

Motion made by Lon Kammeyer and seconded by Janna Diehl that the agenda be approved.

Ayes: Janna Diehl, Dave Glenn-Burns, Rudy Jones, Lon Kammeyer, Rose Middleton, Pat Becker, and Bonetta Culp.

Nays: None

Motion carried.

MINUTES

Motion made by Rudy Jones and seconded by Dave Glenn-Burns that the minutes of the December 10th meeting of the Board of Trustees be approved.

Ayes: Janna Diehl, Dave Glenn-Burns, Rudy Jones, Lon Kammeyer, Rose Middleton, Pat Becker, and Bonetta Culp.

Nays: None

Motion carried.

PUBLIC COMMENTS: None

ACTION ITEMS:

2114. Motion to approve a Supplemental Agreement with Ecolane USA, Inc.

David provided a summary of the Supplemental Agreement with Ecolane.

Motion made by Lon Kammeyer and seconded by Rudy Jones to approve the Agency Safety Plan for MET Transit.

Ayes: Janna Diehl, Dave Glenn-Burns, Rudy Jones, Lon Kammeyer, Rose Middleton, Pat Becker, and Bonetta Culp.

Nays: None

Motion carried.

2115. Motion to approve the FY21 Local Capital Project.

David provided an update to the FY21 Local Capital Projects. It includes the Supplemental Agreement with Ecolane and the budget for computer upgrades.

Motion made by Jana Diehl and seconded by Lon Kammeyer to approve the FY21 Local Capital Project.

Ayes: Janna Diehl, Dave Glenn-Burns, Rudy Jones, Lon Kammeyer, Rose Middleton, Pat Becker, and Bonetta Culp.

Nays: None

Motion carried.

STAFF REPORTS:

General Manager, David Sturch reported that the camera system project has been completed. He also reported on the COVID cases in the company over the past two months and throughout Black Hawk County. Due to the high number of cases in the County, he recommends continuing the COVID bonus plan through the end of February. Central Transfer Building was opened to the public earlier this month. Dispatch will move down to Central Transfer shortly.

Finance Manager, Mladen Gledic presented and reviewed MET's financial report for December. Revenue was 11.25 % below budget and expenses were 10.94% above budget. Reports on the Unrestricted Fund Balance and Local Capital Fund were also given.

Fixed Route Operations Manager, David Sturch reported on the December ridership numbers. Rides from November to December were up 2.34%, however, the December rides were 59.11% down from last December. The school routes showed a little decline from the previous month and on the paratransit side, the disabled rides were up 12.51% from the previous month and 43.26% down from the previous year, the elderly rides were 12.20% up from the previous month, and 37.58% down from the previous year. Reports on fuel usage and vehicle maintenance were also given.

Paratransit Operations Manager, Jim Nienkark reported on paratransit ridership, mask compliance on buses.

There were no comments from the Board and a motion was made by Lon Kammeyer and seconded by Rudy Jones that the Board accepts and places on file all staff reports.

Ayes: Janna Diehl, Dave Glenn-Burns, Rudy Jones, Lon Kammeyer, Rose Middleton, Pat Becker, and Bonetta Culp.

Nays: None

Motion carried.

OLD BUSINESS: None

NEW BUSINESS: The next board meeting will be on February 25th. Lon Kammeyer asked if MET could donate bus passes for the Empty Bowls Fundraiser. Lon also asked about doing a stuff the bus this summer to help out the Food Bank,

ADJOURNMENT

Motion made by Janna Diehl and seconded by Lon Kammeyer to adjourn the meeting at 12:55 pm.

Ayes: Janna Diehl, Dave Glenn-Burns, Rudy Jones, Lon Kammeyer, Rose Middleton, Pat Becker and Bonetta Culp.

Nays: None

Motion carried.

Robert Sneed, Administrative Assistant