

**Metropolitan Transit Authority of Black Hawk County
Monthly Board of Trustees Meeting**

12:00pm, Thursday, March 31, 2022

**MET Board Room
1515 Black Hawk St.
Waterloo, IA 50702**

This will be an online meeting only. Live audio and materials will be available using the following link:
<https://meet.goto.com/483836397> or dialing 1(646)749-3122 Access Code: 483-836-397

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 the purchase of four mobile column lifts in conjunction with proposal No. M0322.

STAFF REPORTS:

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

DISCUSSION ITEMS:

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

**METROPOLITAN TRANSIT AUTHORITY
OF BLACK HAWK COUNTY
BOARD OF TRUSTEES Meeting
Thursday, March 31, 2022
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, according to law and the rules of said Board. The meeting was called to order at 12:01 pm by Board Chair, Rudy Jones.

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

Absent: Pat Becker, Dusky Steele, and Sharon Droste.

Staff present: David Sturch, General Manager; Jim Nienkark, Paratransit Operations Manager; Mladen Gledic, Finance Manager; Cory Ernst, Fixed Route Operations Manager, Dave Weigel, Lead Mechanic, and Robert Sneed, Administrative Assistant.

Staff absent: None

AGENDA

Motion made by Bob Seymour and seconded by Bonetta Culp that the agenda be approved.

Ayes: Dave Glenn-Burns, Bonetta Culp, Lon Kammeyer, Rose Middleton, Janna Diehl, Rudy Jones, Bob Seymour, and Stephanie Sheetz.

Nays: None

Motion carried.

MINUTES

Motion made by Janna Diehl and seconded by Rose Middleton that the minutes of the February 24th meeting of the Board of Trustees be approved.

Ayes: Dave Glenn-Burns, Bonetta Culp, Lon Kammeyer, Rose Middleton, Janna Diehl, Rudy Jones, Bob Seymour, and Stephanie Sheetz.

Nays: None

Motion carried.

PUBLIC COMMENTS:

None

ACTION ITEMS:

David Sturch told the Board that the purchase of four mobile column lifts has been placed on hold. When the bids are received, an email vote will be necessary for this purchase.

STAFF REPORTS:

General Manager, David Sturch reported on the COVID cases throughout Black Hawk County in the month of February. Black Hawk County is in a downward trend for Covid positive cases. The federal mask mandate was extended until April 18, 2022 and the bonus will continue through the end of April. Drivers maintain passenger limits on buses. A public hearing is scheduled for April 11, 2022, for federal and state grants.

Finance Manager, Mladen Gledic presented and reviewed MET's financial report for January. Revenue was 11.26% below budget and expenses were 8.78% above budget. Reports on the Unrestricted Fund Balance and Local Capital Fund were also given. Bob Seymour had a question on the budget relating to the Cares Act funds. Mr. Sturch provided a response.

Fixed Route Operations Manager, Cory Ernst reported on the February ridership numbers. Rides from January to February were up by 5.40% and the February rides were up by 5.99% from February of 2021. The school routes showed a decrease from the previous month and on the paratransit side, the disabled rides were up by 14.02% from the previous month and 22.80% up from the previous year, the elderly rides were 12.70% up from the previous month, and 2.07% down from the previous year. Reports on fuel usage and vehicle maintenance were also given.

Para Transit Operations Manager, Jim Nienkark reports on the orientation and training of new drivers at MET.

There were no comments from the Board and a motion was made by Rose Middleton and seconded by Janna Diehl that the Board accepts and places on file all staff reports.

Ayes: Dave Glenn-Burns, Bonetta Culp, Lon Kammeyer, Rose Middleton, Janna Diehl, Rudy Jones, Bob Seymour, and Stephanie Sheetz.

Nays: None

Motion carried.

OLD BUSINESS:

None

NEW BUSINESS:

None

ADJOURNMENT:

Motion made by Stephanie Sheetz to adjourn the meeting with a second by Lon Kammeyer.

Ayes: Dave Glenn-Burns, Bonetta Culp, Lon Kammeyer, Rose Middleton, Janna Diehl, Rudy Jones, Bob Seymour, and Stephanie Sheetz.

Nays: None

Motion carried.

Meeting adjourned at 12:40 pm. The next Board meeting will be on April 28, 2022.

Robert Sneed, Administrative Assistant