

Metropolitan Transit Authority of Black Hawk County
Monthly Board of Trustees Meeting
12:00 pm, Thursday, May 27, 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/396806733> or dialing 1(646)749-3122 Access Code: 396-806-733

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.

STAFF REPORTS:

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

ACTION ITEMS:

10. FY22 Nominations and Elections for Board Chairperson
11. FY22 Nominations and Elections for Board Vice Chairperson
12. Motion to approve the Authority's Budget for FY22
13. Motion to enter into Executive Session pursuant to Iowa Code Chapter 21, for the purpose to discuss the annual performance evaluation of the General Manager.
14. Motion to adjourn from Executive Session and return to Open Session.

DISCUSSION ITEMS:

15. Old Business
16. New Business
17. Motion to adjourn

**METROPOLITAN TRANSIT AUTHORITY
OF BLACK HAWK COUNTY
BOARD OF TRUSTEES Meeting
Thursday, May 27, 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: Dave Glenn-Burns, Rudy Jones, Lon Kammeyer, Dusky Steele, Pat Becker, Janna Diehl, and Bob Seymour.

Absent: Amanda Goodman, Stefanie Hartel, Stephanie Sheetz, Bonetta Culp, and Elle Boeding

Staff present: David Sturch, General Manager; Mladen Gledic, Finance Manager, Cory Ernst, Fixed Route Operations Manager; Robert Sneed, Administrative Assistant

Staff absent: Dave Weigel, Lead Mechanic; Jim Nienkark, Paratransit Operations Manager

Others present: None

AGENDA

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

Ayes: Janna Diehl, Dave Glenn-Burns, Rudy Jones, Lon Kammeyer, Rose Middleton, Bob Seymour, Dusky Steele, and Pat Becker.

Nays: None

Motion carried.

MINUTES

Motion made by Lon Kammeyer and seconded by Dusky Steele that the minutes of the March 25th meeting of the Board of Trustees be approved.

Ayes: Janna Diehl, Dave Glenn-Burns, Rudy Jones, Lon Kammeyer, Rose Middleton, Bob Seymour, Dusky Steele, and Pat Becker.

Nays: None

Motion carried.

PUBLIC COMMENTS:

None

STAFF REPORTS:

General Manager, David Sturch reported on the COVID cases in the company over the past month and throughout Black Hawk County. Black Hawk County is in an elevated status with a 3.6% 14-day average for Covid positive cases. The County Health Department continues with the vaccination process. Approximately 65% of our employees have either received their full dose or started their vaccinations through a personal doctor or a vaccine clinic. The FTA continued the mask mandate within public transit buses and facilities through September 13, 2021. MET will continue with this mask mandate and passenger limits. It was recommended that that the Covid bonus pay be reduced to \$40.00 a day through the month of June. Looking forward, as MET becomes fully vaccinated along with the decline in COVID cases, this will eventually be phased out.

The State and Federal operating applications have been completed and submitted to the appropriate jurisdictions.

Finally, the language portion of the Fixed Route agreement and Paratransit agreement was recently approved by the Union.

Finance Manager, Mladen Gledic presented and reviewed MET's financial report for April. Revenue was 12.37% below budget and expenses were 8.33% below budget. Reports on the Unrestricted Fund Balance and Local Capital Fund were also given.

Fixed Route Operations Manager, Cory Ernst reported on the April ridership numbers. Rides from March to April were down by 1.4% and the April rides were up by 36% from April of 2020. The school routes showed an increase from the previous month and on the paratransit side, the disabled rides were down by 6% from the previous month and 236% up from the previous year, the elderly rides were 24% down from the previous month, and 234.88% up 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, and recruitment of new drivers.

There were no comments from the Board and a motion was made by Dusky Steele and seconded by Bob Seymour that the Board accepts and places on file all staff reports.

Ayes: Janna Diehl, Dave Glenn-Burns, Rudy Jones, Lon Kammeyer, Rose Middleton, Bob Seymour, Dusky Steele, and Pat Becker.

Nays: None

Motion carried

ACTION ITEMS:

2119. FY22 Nominations for Board Chairperson

The Board discussed the nominations process for Board Chair. Bob Seymour nominated Rudy Jones as Board Chair. No other nominations were presented and a motion was made by Bob Seymour to close the nominations for Board Chair with a second by Rose Middleton.

Ayes: Janna Diehl, Dave Glenn-Burns, Dusky Steele, Lon Kammeyer, Rose Middleton, Pat Becker, Rudy Jones, and Bob Seymour.

Nays: None

Motion carried

2120. FY22 Nominations for Board Vice-Chairperson

The Board discussed the nominations process for Board Vice Chair. Rose Middleton nominated Bob Seymour as Board Vice Chair. No other nominations were presented and a motion was made by Rose Middleton to close the nominations for Board Vice Chair with a second by Lon Kammeyer.

Ayes: Janna Diehl, Dave Glenn-Burns, Dusky Steele, Lon Kammeyer, Rose Middleton, Pat Becker, Rudy Jones, and Bob Seymour.

Nays: None

Motion carried

2121. Motion to approve MET's budget for FY22

A budget for MET's FY22 operating revenues and expenses are presented to the Board. Some highlights of the budget include \$45,000 set aside for local capital projects. The budget includes a 13% increase for Health insurance and wage increases based on the labor agreement that was approved by the Board during the December 2020 meeting. The federal, state, local and CARES funds are included in the budget for the next fiscal year.

Motion made by Lon Kammeyer with a second by Dusky Steele to approve the budget for FY22.

Ayes: Janna Diehl, Dave Glenn-Burns, Dusky Steele, Lon Kammeyer, Rose Middleton, Pat Becker, Rudy Jones, and Bob Seymour.

Nays: None

Motion carried

2122. Motion to enter into Executive Session pursuant to Iowa Code Chapter 21, for the purpose to discuss the annual performance evaluation of the General Manager.

Motion made by Dusky Steele and seconded by Bob Seymour to enter into Executive Session pursuant to Iowa Code Chapter 21, for the purpose to discuss the annual performance evaluation of the General Manager.

Ayes: Janna Diehl, Dave Glenn-Burns, Dusky Steele, Lon Kammeyer, Rose Middleton, Pat Becker, Rudy Jones, and Bob Seymour.

Nays: None

Motion carried

2123. Motion to adjourn from Executive Session and return to Open Session

Motion made by Dusky Steele with a second by Bob Seymour to adjourn from Executive Session and return to Open Session.

Ayes: Janna Diehl, Dave Glenn-Burns, Dusky Steele, Lon Kammeyer, Rose Middleton, Pat Becker, Rudy Jones, and Bob Seymour.

Nays: None

Motion carried

2124. Motion to approve the General Manager's salary for FY22

The Board made a motion to approve a 3.00% increase of the General Manager's salary for FY22 retroactive to his anniversary date. A second motion was made to review the annual evaluation process for the General Manager in order to obtain comments by MET staff on the GM's performance.

OLD BUSINESS:

None

NEW BUSINESS:

Lon Kammeyer wanted to amend the number of riders that can be on the bus RAGBRAI. Rudy Jones told the Board that the City of Waterloo is working with a University of Iowa sustainable construction class on neighborhood planning. Part of that process is to review the transit route patterns around the Church Row Neighborhood. Rose asked does 4th Street Cruise changes routes for the buses. David informed the Board that temporary route changes will be presented to the drivers before the Cruise begins.

ADJOURNMENT:

Motion made by Dusky Steele to adjourn the meeting with a second by Bob Seymour.

Ayes: Janna Diehl, Dave Glenn-Burns, Rudy Jones, Lon Kammeyer, Rose Middleton, Bob Seymour, Dusky Steele, and Pat Becker.

Nays: None

Motion carried.

Meeting adjourned at 1:00 pm. The next board meeting will be on June 24th.

Robert Sneed, Administrative Assistant