

**Metropolitan Transit Authority of Black Hawk County
Monthly Board of Trustees Meeting
12:00pm, Thursday, June 25, 2020
1515 Black Hawk St
Waterloo, IA 50702**

**CALL-IN ONLY
Call-In 1-844-801-3333 Code: 575612#**

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 revisions to the FY21 State Transit Funding.
6. Motion to approved revisions to the Local Capital Fund.

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, June 25th, 2020
Call-in meeting only**

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 12:02 pm by Board-chair, Rose Middleton.

Present were Trustees: Bonetta Culp, Janna Diehl, Dave Glenn-Burns, Jack Good, Rudy Jones, Rose Middleton, and Barb Prather.

Absent: Pat Becker, Pennie Drew, Amanda Goodman, Stefanie Hartel, and Elle Boeding

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

Staff absent: None

Others present: Stephanie Sheetz, City of Cedar Falls

AGENDA

Motion made by Jana Diehl and seconded by Bonetta Culp that the agenda be approved.

Ayes: Bonetta Culp, Janna Diehl, Dave Glenn-Burns, Jack Good, Rudy Jones, Rose Middleton, and Barb Prather.

Nays: None

Motion carried.

MINUTES

Motion made by Jack Good and seconded by Janna Diehl that the minutes of the May 28th meeting of the Board of Trustees be approved.

Ayes: Bonetta Culp, Janna Diehl, Dave Glenn-Burns, Jack Good, Rudy Jones, Rose Middleton, and Barb Prather.

Nays: None

Motion carried.

PUBLIC COMMENTS

None

ACTION ITEMS:

2026. Motion to approve revisions to the FY21 State Transit Funding.

David Sturch explained that the \$70,000 funding that was passed by the Board in March, could be reapplied for a one-time increase of \$136,411. These funds are typically used for preventative maintenance with MET providing a 20% local match.

Motion made by Barb Prather and seconded by Janna Diehl to approve revisions to the FY21 State Transit Funding.

Ayes: Bonetta Culp, Janna Diehl, Dave Glenn-Burns, Jack Good, Rudy Jones, Rose Middleton, and Barb Prather.

Nays: None

Motion carried.

2027. Motion to approve revisions to the Local Capital Fund.

David Sturch reviewed the changes made to the Local Capital Fund.

Motion made by Janna Diehl and seconded by Jack Good to approve revisions to the Local Capital Fund.

Ayes: Bonetta Culp, Janna Diehl, Dave Glenn-Burns, Jack Good, Rudy Jones, Rose Middleton, and Barb Prather.

Nays: None

Motion carried.

REPORTS

Staff Reports

***General Manager,** David Sturch reported that the FY20 Operations Grant and the CARES Act applications had been approved and funding released to MET Transit. MET is still monitoring COVID cases in Black Hawk County. With ridership slowly increasing and bus cleaners going back to driving their buses, MET is asking all drivers to help with disinfecting their buses during the day. With the current COVID status and cleaning duties, the bonus pay will continue through the month of July. Employee temps are taken daily, masks are required on paratransit and encouraged on Fixed route. MET will continue to utilize the recommendations made by the Black Hawk County Health Department and the State of Iowa.

***Finance Manager**, Mladen Gledic presented and reviewed MET's financial report for May. Revenue was 1.46% below budget and expenses were 3.49% above budget. Reports on the CARES fund, Unrestricted Fund Balance and Local Capital Fund were also given.

***Fixed Route Operations Manager**, Cory Ernst reported on YTD ridership; 11.61% decrease in fixed route ridership, an increase of 1.72% in elderly rides on paratransit and a decrease of 7.52% in ADA paratransit. Reports on fuel usage and vehicle maintenance were also given. Cory also reported that MET was still donating masks for passengers to use while supplies last. Drivers are getting cloth masks, rubber gloves and hand sanitizers for their use.

***Paratransit Operations Manager**, Jim Nienkark reported on the training of the service cleaner, Logisticare bus inspections and on-board evaluations. He noted there has been a slight increase in paratransit ridership as businesses reopen.

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

Ayes: Bonetta Culp, Janna Diehl, Dave Glenn-Burns, Jack Good, Rudy Jones, Rose Middleton, and Barb Prather.

Nays: None

Motion carried.

OLD BUSINESS

None

NEW BUSINESS

David Sturch recognized outgoing Board members Pennie Drew, Barb Prather and Jack Good and thanked them for their years of service.

ADJOURNMENT

Motion made by Janna Diehl and seconded by Barb Prather to adjourn the meeting at 12:33 pm.

Ayes: Bonetta Culp, Janna Diehl, Dave Glenn-Burns, Jack Good, Rudy Jones, Rose Middleton, and Barb Prather.

Nays: None

Motion carried.

Peggy Trost, Administrative Assistant