

Metropolitan Transit Authority of Black Hawk County
Monthly Board of Trustees Meeting
12:00 pm, Thursday, August 24, 2023
MET Board Room
1515 Black Hawk St.
Waterloo, IA 50702

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 an installation agreement with ROI Energy for a comprehensive LED lighting upgrade at MET Transit and Central Transfer. FY20 and FY23 Local Capital
6. Motion to approve an update to the Authority's Local Capital Plan – contingent on the approval of Item #5

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

www.mettransit.org

MET Transit meetings are open to all individuals. Any person requesting reasonable accommodations to participate in this meeting must contact MET Transit at least two (2) business days in advance of this meeting.

**METROPOLITAN TRANSIT AUTHORITY
OF BLACK HAWK COUNTY
BOARD OF TRUSTEES Meeting
Thursday, August 24, 2023**

The Board of Trustees of the Metropolitan Transit Authority of Black Hawk County met on the above date in regular session, according to the law and the rules of said Board. The meeting was called to order at 12:03 pm by Vice Chair Bob Seymour.

Bob Seymour did roll call. Present were Trustees: Rose Middleton, Janna Diehl, Lon Kammeyer, Stephanie Sheetz, Sharon Droste, Dave Glenn-Burns, Dusky Steele, Rudy Jones, Bonetta Culp, Rick Newlon, and Shannon Bass.

Absent: None

Staff present: David Sturch, General Manager; Mladen Gledic, Finance Manager; Cory Ernst, Fixed Route Operations Manager, Philip Golden; Para Transit Manager; and Robert Sneed, Office Manager.

Absent: Dave Weigel, Lead Mechanic.

AGENDA

Motion made by Rose Middleton and seconded by Dave Glenn-Burns that the agenda be approved

Ayes: Shannon Bass, Rick Newlon, Janna Diehl, Dave Glenn-Burns, Dusky Steele, Rose Middleton, Lon Kammeyer, Bob Seymour, Rudy Jones, Stephanie Sheetz, Bonetta Culp and Sharon Droste.

Nays: None

Motion carried.

MINUTES

Motion made by Lon Kammeyer and seconded by Rose Middleton that the minutes of the June 29th meeting of the Board of Trustees be approved.

Ayes: Shannon Bass, Rick Newlon, Janna Diehl, Dave Glenn-Burns, Dusky Steele, Rose Middleton, Lon Kammeyer, Bob Seymour, Rudy Jones, Stephanie Sheetz, Bonetta Culp and Sharon Droste.

Nays: None

Motion carried.

PUBLIC COMMENTS:

None

ACTION ITEMS:

Motion to approve an update to the Authority's FY24 Local Capital Plan

Daivd explained the changes to the local capital plan. He explained there is a make ready cost for the replacement for bus 320. We also added the installation agreement with ROI energy.

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

Nays: None

Motion carried.

Motion to approve an installation agreement with ROI Energy for a comprehensive LED lighting upgrade. David informed the board of the facility lighting upgrade plan through ROI Energy. ROI works with Mid-American Energy to come up with rebates to minimize the cost of the lighting upgrade.

Ayes: Shannon Bass, Rick Newlon, Janna Diehl, Dave Glenn-Burns, Dusky Steele, Rose Middleton, Lon Kammeyer, Bob Seymour, Rudy Jones, Stephanie Sheetz, Bonetta Culp and Sharon Droste.

Nays: None

Motion carried.

STAFF REPORTS:

General Manager, David informed the board The Triennial review was completed and we are working on the few items that we need to correct. Adjusts need to be completed by November 2nd.

Finance Manager, Mladen Gledic presented and reviewed MET's financial report for July. Revenue was 16.28% below budget and expenses were 10.76% below budget. Reports on the Unrestricted Fund Balance and Local Capital Fund were also given.

Fixed Route Operations Manager, Cory Ernst reported on the March ridership numbers. Rides from June to July were up by 4.43%. The school routes showed a decrease of 80.87% over the previous month. The disabled rides were down by 8.36% in July. The elderly rides were up in July by 13.66%. Reports on fuel usage and vehicle maintenance were also given.

Paratransit Operations Manager, Philip Golden reported that the new shop personnel have their CDL permits and will begin training soon to obtain their license. Phil and Cory went to fall fest at Hawkeye Community College to network and advertise employment for MET Transit.

There were no comments from the Board and a motion was made by Dave Glenn-Burns and seconded by Rick Newlon that the Board accepts and place on file all staff reports.

Ayes: Bob Seymour, Rudy Jones, Dave Glenn-Burns, Dusky Steele, Stephanie Sheetz, Bonetta Culp, Rose Middleton, Lon Kammeyer, and Sharon Droste.

Nays: None

Motion carried.

OLD BUSINESS:

None

NEW BUSINESS:

Bob Seymour discussed the General manager's performance evaluation is coming up soon. Team calls with be set up in the near future.

ADJOURNMENT:

Motion made by Jana Diehl to adjourn the meeting with a second by Sharon Droste.

Ayes: Shannon Bass, Rick Newlon, Janna Diehl, Dave Glenn-Burns, Dusky Steele, Rose Middleton, Lon Kammeyer, Bob Seymour, Rudy Jones, Stephanie Sheetz, Bonetta Culp and Sharon Droste.

Nays: None

Motion carried.

The meeting concluded at 12:40 pm. The next Board meeting will be on September 28, 2023.
Robert Sneed, Office Manager