

Metropolitan Transit Authority of Black Hawk County
Monthly Board of Trustees Meeting
12:00 pm, Thursday, October 26, 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.

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. Motion to approve the Authority's public participation plan for Route Restructuring.
11. 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.
12. Motion to adjourn from Executive Session and return to Open Session.

DISCUSSION ITEMS:

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

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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, October 26, 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 12:00 pm by Board Chair Bob Seymour.

Bob Seymour did roll call. Present were Trustees: Shannon Bass, Sharon Droste, Janna Diehl, Rudy Jones, Lon Kammeyer, Rick Newlon, Dusky Steele and Stephanie Sheetz.

Absent: Dave Glenn-Burns, Rose Middleton, and Bonetta Culp.

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

Absent: None

AGENDA

Motion made by Stephanie Sheetz and seconded by Rudy Jones that the agenda be approved.

Ayes: Shannon Bass, Sharon Droste, Janna Diehl, Rudy Jones, Lon Kammeyer, Rick Newlon, Dusky Steele, Bob Seymour and Stephanie Sheetz.

Nays: None

Motion carried.

MINUTES

Motion made by Sharon Droste and seconded by Stephanie Sheetz that the minutes of the June 29th meeting of the Board of Trustees be approved.

Ayes: Shannon Bass, Sharon Droste, Janna Diehl, Rudy Jones, Lon Kammeyer, Rick Newlon, Dusky Steele, Bob Seymour and Stephanie Sheetz.

Nays: None

Motion carried.

PUBLIC COMMENTS:

None

STAFF REPORTS:

General Manager, David informed the board that SRF Consulting just completed their route restructuring report. PDCM Insurance is out getting new bids for our insurance for the next year. David and Mladen just completed the Annual NTD report with FTA. Evansdale and Elk Run expressed interest in adding bus service.

Finance Manager, Mladen Gledic presented and reviewed MET's financial report for September. Revenue was 8.15% below budget and expenses were 6.83% above budget. Reports on the Unrestricted Fund Balance and Local Capital Fund were also given.

Fixed Route Operations Manager, Cory Ernst reported on the September ridership numbers. Rides from August to September were down by 3.91%. The school routes showed a decrease of 2.00% over the previous month. The disabled rides were down by 5.05% in September. The elderly rides were up in September by 2.13%. 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 to ramp up training soon to obtain their license. MET acquired two new Para Transit buses and are almost ready to be put in service.

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

Ayes: Shannon Bass, Sharon Droste, Janna Diehl, Rudy Jones, Lon Kammeyer, Rick Newlon, Dusky Steele, Bob Seymour and Stephanie Sheetz.

Nays: None

Motion carried.

ACTION ITEMS:

Motion to approve the Authority's public transportation plan for Route Restructuring.

David Sturch talked about MET's Route Restructuring Plan. According to our Title VI program, we solicit and consider public comments before implementing any major service change. We will have two public meetings in January to present the route restructuring plan to the public.

Motion made by Sharon Droste and seconded by Stephanie Sheetz to approve MET's public transportation plan for Route Restructuring.

Ayes: Shannon Bass, Sharon Droste, Janna Diehl, Rudy Jones, Lon Kammeyer, Rick Newlon, Dusky Steele, Bob Seymour and Stephanie Sheetz.

Nays: None

Motion carried.

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 Sharon Droste and seconded by Stephanie Sheetz to enter Executive Session pursuant Iowa Code Chapter 21.

Ayes: Shannon Bass, Sharon Droste, Janna Diehl, Rudy Jones, Lon Kammeyer, Rick Newlon, Dusky Steele, Bob Seymour and Stephanie Sheetz.

Nays: None

Motion carried.

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

Motion made by Lon Kammeyer and seconded by Janna Diehl to return to Open Session.

Ayes: Shannon Bass, Sharon Droste, Janna Diehl, Rudy Jones, Lon Kammeyer, Rick Newlon, Dusky Steele, Bob Seymour and Stephanie Sheetz.

Nays: None

Motion carried.

OLD BUSINESS:

None

NEW BUSINESS:

None

ADJOURNMENT:

Motion made by Lon Kammeyer to adjourn the meeting with a second by Sharon Droste.

Ayes: Shannon Bass, Sharon Droste, Janna Diehl, Rudy Jones, Lon Kammeyer, Rick Newlon, Dusky Steele, Bob Seymour and Stephanie Sheetz.

Nays: None

Motion carried.

The meeting concluded at 1:20 pm.

Robert Sneed, Office Manager