

Metropolitan Transit Authority of Black Hawk County
Monthly Board of Trustees Meeting
12:00pm, Thursday, March 26, 2020
1515 Black Hawk St
Waterloo, IA 50702

CALL-IN ONLY

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 - Coronavirus Update
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:

NONE

DISCUSSION ITEMS:

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

**METROPOLITAN TRANSIT AUTHORITY
OF BLACK HAWK COUNTY
BOARD OF TRUSTEES Meeting
Thursday, March 26th, 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 12:00 pm by *General Manager, Mark Little*.

Present were Trustees: *Pat Becker, Bonetta Culp, Janna Diehl, Dave Glenn-Burns, Jack Good, Stefanie Hartel, Rose Middleton, and Barb Prather*.

Absent: *Pennie Drew, Amanda Goodman, Rudy Jones, and Jacob Levang*

Staff present: *Mark Little, General Manager; David Sturch, 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*

Others present: None

AGENDA

Motion made by *Jana Diehl* and seconded by *Jack Good* that the agenda be approved.

Ayes: *Pat Becker, Bonetta Culp, Janna Diehl, Dave Glenn-Burns, Jack Good, Stefanie Hartel, Rose Middleton, and Barb Prather*.

Nays: None

Motion carried.

MINUTES

Motion made by *Stefanie Hartel* and seconded by *Jana Diehl* that the minutes of the March 5th meeting of the Board of Trustees be approved.

Ayes: *Pat Becker, Bonetta Culp, Janna Diehl, Dave Glenn-Burns, Jack Good, Stefanie Hartel, Rose Middleton, and Barb Prather*.

Nays: None

Motion carried.

PUBLIC COMMENTS

None

REPORTS

Staff Reports

***General Manager**, Mark Little gave an update on the Coronavirus and its impact on MET. Currently, all Fixed routes are running, with emphasis on using the bus only if needed. Paratransit is taking mostly dialysis and medical appointments. MET is working closely with Black Hawk County Health Department, getting daily updates.

Fixed route buses are having barrier shields installed on all buses with completion to be early next week. Drivers not having a route are helping to disinfect Central Transfer, MET offices and buses. Mark Little also reported on the effect the stimulus package would have on Transit Agencies.

***Finance Manager**, Mladen Gledic presented and reviewed MET's financial report for February. Revenue was 2.78% above budget and expenses were 3.82% above budget. Reports on the Unrestricted Fund Balance and Local Capital Fund were also given.

***Fixed Route Operations Manager**, Cory Ernst reported on YTD ridership; 1.83% increase in fixed route ridership, a 46.60% decrease in school service, an increase of 24.73% in elderly rides on paratransit and an increase of 14.41% in ADA paratransit. Reports on fuel usage and vehicle maintenance were also given. Cory also announced that beginning Monday, March 30th Routes 8 and 10 will be suspended until further notice due to the effect the virus is having on ridership.

***Paratransit Operations Manager**, Jim Nienkark reported on on-street and on-board supervision for paratransit. He reported that the new para driver had received his CDL and was out on his own.

Motion made by Janna Diehl and seconded by Jack Good that the Board accepts and places on file all staff reports.

Ayes: Pat Becker, Bonetta Culp, Janna Diehl, Dave Glenn-Burns, Jack Good, Stefanie Hartel, Rose Middleton, and Barb Prather.

Nays: None

Motion carried.

ACTION ITEMS

None

OLD BUSINESS

None

NEW BUSINESS

Mark Little informed the Board that a special meeting with Board approval would be needed if MET had to suspend Fixed Route service.

Mark was asked about having MET buses help with getting necessities delivered to senior citizens and helping kids get to designated sites for meals.

ADJOURNMENT

Motion made by Dave Glenn-Burns and seconded by Janna Diehl to adjourn the meeting at 12:37 pm.

Ayes: Pat Becker, Bonetta Culp, Janna Diehl, Dave Glenn-Burns, Jack Good, Stefanie Hartel, Rose Middleton, and Barb Prather.

Nays: None

Motion carried.

Peggy Trost, Administrative Assistant