

# Metropolitan Transit Authority of Black Hawk County Monthly Board of Trustees Meeting

12:00pm, Thursday, January 27, 2022

MET Board Room

1515 Black Hawk St.

Waterloo, IA 50702

This will be an online meeting only. Live audio and materials will be available using the following link:  
<https://global.gotomeeting.com/join/115256133> or dialing 1(646)749-3122 Access Code: 115-256-133

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 authorize the Authority's General Manager to apply for Federal and State Transit funding for FY23.
6. Motion to approve the Authority's revised FY22 Local Capital Plan.
7. Motion to approve a contract with Hoglund Bus Co. of Marshalltown, Iowa for the purchase of a Light Duty bus for a total cost not to exceed \$102,487.  
Funding: FTA 5339 funds (85/15)  
Agreement No. IA-2019-008-02-FY20  
Contract No. 23223
8. Motion to approve a contract with Hogland Bus Co. of Marshalltown, Iowa for the purchase of a Light Duty bus for a total cost not to exceed \$102,487.  
Funding: \$87,747.00 Insurance Payment from the Bus 320 accident and \$14,740 from local capital.

## STAFF REPORTS:

9. General Manager Report
10. Financial Report—Finance Manager
11. Operations/Maintenance Report- Operations Manager
12. Training/On Street Operations – Trainer/Supervisor
13. Motion to accept and file staff reports.

## DISCUSSION ITEMS:

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

**METROPOLITAN TRANSIT AUTHORITY  
OF BLACK HAWK COUNTY  
BOARD OF TRUSTEES Meeting  
Thursday, January 27, 2022  
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, according to law and the rules of said Board. The meeting was called to order at 12:01 pm by Board Chair, Rudy Jones.

Rudy Jones did roll call. Present were Trustees: Sharon Droste, Janna Diehl, Bonetta Culp, Lon Kammeyer, Rose Middleton, Dusky Steele, Bob Seymour, and Stephanie Sheetz.

Absent: Pat Becker and Dave Glenn-Burns

Staff present: David Sturch, General Manager; Dave Weigel, Lead Mechanic; Mladen Gledic, Finance Manager; Cory Ernst, Fixed Route Operations Manager; and Robert Sneed, Administrative Assistant.

Staff absent: Jim Nienkark, Paratransit Operations Manager

Others present: None

**AGENDA**

Motion made by Stephanie Sheetz and seconded by Janna Diehl that the agenda be approved.

Ayes: Sharon Droste, Janna Diehl, Bonetta Culp, Lon Kammeyer, Rudy Jones, Rose Middleton, Dusky Steele, Bob Seymour, and Stephanie Sheetz.

Nays: None

Motion carried.

**MINUTES**

Motion made by Janna Diehl and seconded by Lon Kammeyer that the minutes of the Dec 9<sup>th</sup> meeting of the Board of Trustees be approved.

Ayes: Sharon Droste, Janna Diehl, Bonetta Culp, Lon Kammeyer, Rudy Jones, Rose Middleton, Dusky Steele, Bob Seymour, and Stephanie Sheetz.

Nays: None

Motion carried.

**PUBLIC COMMENTS:**

None

**ACTION ITEMS:**

- 2207. Motion to authorize the Authority's General Manager to apply for Federal and State Transit funding for FY23.**

Motion made by Stephanie Sheetz and seconded by Lon Kammeyer to authorize MET's General Manager to apply for Federal and State Transit funding.

Ayes: Sharon Droste, Janna Diehl, Bonetta Culp, Lon Kammeyer, Rudy Jones, Rose Middleton, Dusky Steele, Bob Seymour, and Stephanie Sheetz.

Nays: None

Motion carried.

- 2208. Motion to approve the Authority's revised FY22 Local Capital Plan.**

David explained the changes in MET's revised FY22 Local Capital Plan.

Motion made by Sharon Droste and seconded by Rose Middleton to approve MET's revised FY22 Local Capital Plan.

Ayes: Sharon Droste, Janna Diehl, Bonetta Culp, Lon Kammeyer, Rudy Jones, Rose Middleton, Dusky Steele, Bob Seymour, and Stephanie Sheetz.

Nays: None

Motion carried

- 2209. Motion to approve a contract with Hogle Bus Co. of Marshalltown, Iowa of a purchase of a Light Duty bus with FTA 5339 funds through the State of Iowa Contract No. 23223 for a total cost not to exceed \$102,487.**

Motion made by Rose Middleton and seconded by Janna Diehl to approve a contract with Hogle Bus Co.

Ayes: Sharon Droste, Janna Diehl, Bonetta Culp, Lon Kammeyer, Rudy Jones, Rose Middleton, Dusky Steele, Bob Seymour, and Stephanie Sheetz.

Nays: None

Motion carried

- 2210. Motion to approve a contract with Hogle Bus Co. of Marshalltown, Iowa of a purchase of a Light Duty bus for a total cost not to exceed \$102,487 (Replacement for Bus 320).**

Motion made by Bob Seymour and seconded by Rose Middleton to approve a contract with Hogle Bus Co.

Ayes: Sharon Droste, Janna Diehl, Bonetta Culp, Lon Kammeyer, Rudy Jones, Rose Middleton, Dusky Steele, Bob Seymour, and Stephanie Sheetz.

Nays: None

Motion carried

**STAFF REPORTS:**

**General Manager**, David Sturch reported on the COVID cases throughout Black Hawk County in the month of December. Black Hawk County is in an upward trend for Covid positive cases. The positivity rate for Black Hawk County is 39%. The federal mask mandate has been extended to March 18, 2022. Drivers maintain passenger limits on buses. It was recommended that the Covid bonus pay be maintained and reduced as Covid cases decrease in the county. MET is working with INRCOG to help senior citizens on how to ride our city bus system. MET wants to start our new routes this summer.

**Finance Manager**, Mladen Gledic presented and reviewed MET's financial report for December. Revenue was 10.47% below budget and expenses were 6.41% above budget. Reports on the Unrestricted Fund Balance and Local Capital Fund were also given.

**Fixed Route Operations Manager**, Cory Ernst reported on the December ridership numbers. Rides from November to December were down by 5.13% and the December rides were up by 10.76% from December of 2020. The school routes showed a slight decrease from the previous month and on the paratransit side, the disabled rides were up by 0.83% from the previous month and 11.72% up from the previous year, the elderly rides were 1.39% down from the previous month, and 54.35% up from the previous year. Reports on fuel usage and vehicle maintenance were also given.

There were no comments from the Board and a motion was made by Sharon Droste and seconded by Rose Middleton that the Board accepts and places on file all staff reports.

Ayes: Sharon Droste, Janna Diehl, Bonetta Culp, Lon Kammeyer, Rudy Jones, Rose Middleton, Dusky Steele, Bob Seymour, and Stephanie Sheetz.

Nays: None

Motion carried.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

David Sturch informed the Board that MET continues to look for new drivers and a mechanic.

**ADJOURNMENT:**

Motion made by Lon Kammeyer to adjourn the meeting with a second by Bob Seymour.

Ayes: Sharon Droste, Janna Diehl, Bonetta Culp, Lon Kammeyer, Rudy Jones, Rose Middleton, Dusky Steele, Bob Seymour, and Stephanie Sheetz.

Nays: None

Motion carried.

Meeting adjourned at 12:50 pm. The next Board meeting will be on February 24, 2022.

Robert Sneed, Administrative Assistant