

**Metropolitan Transit Authority of Black Hawk County**  
**Monthly Board of Trustees Meeting**  
**12:00 pm, Thursday, October 31, 2024**  
**MET Board Room**  
**1515 Black Hawk St.**  
**Waterloo, IA 50702**

**Roll Call and Establishment of a Quorum**  
**Approval of Agenda**  
**Approval of Minutes**

**PUBLIC COMMENTS:**

*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.*

**CONSENT AGENDA:**

The following items will be acted upon by a voice vote on a single motion without separate discussion, unless a MET Board member requests that a specific item be considered separately.

1. General Manager Report
2. Financial Report
3. Operations/Maintenance Report
4. Training/On Street Operations

**ACTION ITEMS:**

1. Motion to approve Sections 100, 200 and 300 of the MET Employee Policy Handbook.
2. Motion to approve the purchase of a Cummins engine from MHC of Waterloo, IA in the amount of \$45,808.30. This purchase is from our Preventative Maintenance fund.
3. Motion to approve the purchase of a staff transfer vehicle from funds listed in FY22 and FY23 of the Local Capital Fund for a cost not to exceed \$27,500.

**DISCUSSION ITEMS:**

1. Vehicle Maintenance

**Old Business**  
**New Business**  
**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 31, 2024**

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 12:01 pm by Board Chair Sharon Droste.

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

Absent: Dave Glenn-Burns

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

Absent: None

Public: Nick Fratzke

**AGENDA**

Motion made by Bob Seymour and seconded by Dusky Steele that the agenda be approved.

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

Nays: None

Motion carried.

**MINUTES**

Motion made by Lon Kammeyer and seconded by Rudy Jones that the minutes of the August 29th meeting of the Board of Trustees be approved.

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

Nays: None

Motion carried.

**PUBLIC COMMENTS:**

None

**CONSENT AGENDA:**

The following items will be acted upon by a voice vote on a single motion without separate discussion, unless a MET board member requests that a specific item be considered separately.

1. General Manager Report
2. Financial Report
3. Operations/Maintenance Report
4. Training/On Street Operations

Motion made by Rick Newlon and seconded by Bonetta Culp to approve the consent agenda.

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

Nays: None

Motion carried.

**ACTION ITEMS:**

**1) Motion to approve 100, 200, and 300 of the MET Employee Policy Handbook.**

David explained the updates to 100, 200, and 300 section of the MET Employee Policy Handbook. After some discussion and comments by the Board, these Sections will be updated and presented at the next meeting.

**Tabled to the next board meeting.**

**2) Motion to approve the purchase of a Cummins engine from MHC of Waterloo, IA in the amount of \$45,808.30. This purchase is from our Preventative Maintenance fund.**

David explained the purchase of an engine for Bus 114 from MHC of Waterloo, IA.

Motion made by Stephanie Sheetz and seconded by Bob Seymour to approve the purchase of a Cummins engine from MHC of Waterloo, IA in the amount of \$45,808.30.

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

Nays: None

Motion carried.

**3) Motion to approve the purchase of a staff transfer vehicle from funds listed in FY22 and FY23 of the Local Capital Fund for a cost not to exceed \$27,500.**

David explained that one of the staff transfer vehicles needs to be replaced.

Motion made by Rose Middleton and seconded by Lon Kammeyer to approve the of a staff transfer vehicle from funds listed in FY22 and FY23 of the Local Capital Fun for a cost not to exceed \$27,500.

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

Nays: None

Motion carried.

**DISCUSSION ITEMS:**

Vehicle Maintenance- David and Dave gave an update to the vehicle maintenance of MET buses.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

David is meeting with PDCM about next year's insurance. There will be a special board meeting at the end of November to discuss the insurance. David wanted to thank Nick Fratzke and his staff at INROCG for assisting with the new routes and developing an interactive route map.

The meeting concluded at 1:07 pm.

Robert Sneed, Office Manager