

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 16th day of October, 2007 at 4:06 p.m. at the Sartell City Hall. Chairman Ringsmuth presided with the following present:

Commissioners:	1. Paul Ringsmuth
	2. Carolyn Garven-4:17 p.m. arrival
	3. Mark Campbell-absent
	4. Dave Kleis
	5. Steve Hennes
Executive Director:	David W. Tripp
Director of Operations & Technology:	Tony Kellen-absent
Director of Planning & Marketing:	Tom Cruikshank
Administrative Secretary:	Libby Dykema
Others:	Hazel Youngmann
	Shawn Pierce
	Jim Studniski
	Kim Hoff
	Terry Markfort
	Ken Spanier
	Troy Voigt
	Larry Logeman
	Darwin Voigt
	Dale Victor
	Sue Seimers
	Bob Schunicht

Addition or Changes to the Agenda. Amended List of Bills. #14: Job Description for Street Supervisor. **Commissioner Kleis moved, Commissioner Hennes seconded, a motion to approve the Agenda as amended. Motion carried.**

Consent Agenda. **Commissioner Hennes moved, Commissioner Kleis seconded, a motion to approve the Consent Agenda which included the September 2007 Treasurer's Cash Report, the Minutes of October 2<sup>nd</sup> Regular Meeting and Public Hearing, September 2007 List of Bills as amended. Motion carried.**

Old Business. A.) Discussion of the Charter Complaint #2007-11. Ken Spanier, CEO of Spanier Bus Service, explained to the Board that they had filed a complaint with the FTA because they saw a growing encroachment of Metro Bus into the private charter area and felt that they are being unfairly competed against. Commissioner Ringsmuth responded that the Commission is confident that they were within the Dial-a-Ride Public Transit Service Regulations as defined by the United States Department of Transportation. Mr. Tripp explained that the service is defined as individual and group demand-response and is not charter work. Troy Voigt said that he would like to see the private sector and Metro Bus work together instead of in competition. Commissioner Kleis summarized by saying that Metro Bus is not trying to take Charter work from the private sector. He suggested more dialog to work these issues out.

## **Break for Public Information Meeting on the Proposed/Revised Sartell Route Changes.**

B.) Consideration of Sartell Route Change. Commissioner Ringsmuth spoke about authorizing the Metro Bus staff to use their discretion in making the necessary changes to the Sartell Route notifying Commissioner Hennes and Sartell staff of the changes before implementing them. Mr. Cruikshank said they will not be using Sartell Street but will be using the Fire Hall parking lot for turning around, but voiced his concern over becoming entangled in a fire call. Commissioner Hennes asked that a bus stop sign be added at Pinecone and Sundance. **Commissioner Garven moved, Commissioner Hennes seconded, a motion to allow the Metro Bus staff to use their discretion in making the Sartell Route changes with the agreement to notify Commissioner Hennes prior to implementation. Motion carried.**

New Business. A.) Operations Report-September Ridership Mr. Tripp was pleased to report that Metro Bus passed its 2 Millionth Rider mark and said it was an excellent report.

B.) Consideration of 2007 Sartell Holiday Trolley. Mr. Cruikshank explained that for the past two Holiday seasons, they have operated a Saturday Holiday service in Sartell using the Trolley. It operates for five Saturdays from Thanksgiving to the Saturday before Christmas. It has been very well received in the past. **Commissioner Hennes moved, Commissioner Garven seconded, a motion to continue the Saturday Sartell Holiday Trolley. Motion carried.**

C.) Consideration of #2007-13, Appointing Lolly Loomis and Sandy Bares to the St. Cloud Metropolitan Transit Commission Specialized Service Eligibility Committee. **Commissioner Hennes moved, Commissioner Garven seconded, a motion to appoint Lolly Loomis and Sandy Bares to the St. Cloud Metropolitan Transit Commission Specialized Service Eligibility Committee. Motion carried.**

D.) Consideration of Revised Employer Transit Fare Program. Mr. Cruikshank discussed the formality of making a fare adjustment to the Employee Transit Fare Program based on the system fare increase that was recently approved. Both would go into effect on November 1<sup>st</sup>, 2007. Fares would change as follows: MB 31-Day pass from \$24 to \$26, MB 10-Ride pass from \$5 to \$5.50, DAR 31-Day pass from \$44 to \$47, and the DAR 10-ride pass from \$14 to \$15. **Commissioner Garven moved, Commissioner Hennes seconded, the motion to approve the Employee Transit Fare Program price changes effective Thursday, November 1<sup>st</sup>. Motion carried.**

E.) Consideration of FY2009 Section 5309 Capital Project List. Mr. Cruikshank outlined the priority order for the FY2009 Section 5309 Discretionary Grant Capital Projects. #1 priority is to purchase up to 12 small buses, #2 is to replace shelters and benches, #3 is to purchase three used commuter-style buses for the Northstar Commuter Bus operations, #4 is for Park & Ride Facilities, #5 is to purchase four replacement large buses for the Fixed Route operations, #6 is to fully deploy the fixed route AVL project, upgrade Dial-a-Ride dispatching system and Transit Signal Priority communications, #7 is for the study and construction of a transit hub bus stop. He explained that they probably wouldn't get all of the items funded, especially the last three projects. **Commissioner Garven moved, Commissioner Hennes seconded, a motion to approve the project list for FY2009 Section 5309 Discretionary Grant Capital Project List. Motion carried.**

F.) Approval of Street Operations Job Description. Mr. Tripp presented the job description of the new position of Transportation Supervisor: Street Operations. He said the position is quite similar to Shawn Pierce's position of Transportation Supervisor: Bus Operations, but is literally

out on the street. The salary would also be the same. The position will be advertised internally first and externally only if no one internally is found. Commissioner Ringsmuth asked if this was in the budget to which Mr. Tripp replied that it was. **Commissioner Garven moved, Commissioner Hennes seconded, a motion to approve the job description for the Transportation Supervisor: Bus Operations and to begin the interview process. Motion carried.**

Other Business. Commissioner Ringsmuth thanked Dave Tripp and other staff for the wonderful trip they had to Charlotte, North Carolina to accept the award for Best Bus System for our size in the country. He said it was a great experience and he learned a lot. Commissioner Garven agreed.

Open Discussion. Hazel Youngmann asked for clarification about the new buses for the Northstar Corridor. She wanted to make sure those buses would not be competing with the needs of the buses in the St. Cloud area. Commissioner Ringsmuth assured her that it would be completely new funding. Discussion ensued regarding the future of Northstar Phase II.

Adjournment. Commissioner Ringsmuth adjourned the meeting at 5:55 p.m.