

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 19th day of January, 2010 at 4:00 p.m. at the Metro Bus Operations Center. Chairman Ringsmuth presided with the following present:

Commissioners:	1. Paul Ringsmuth
	2. Carolyn Garven
	3. Mark Campbell-absent
	4. Dave Kleis-absent
	5. Steve Hennes
Executive Director:	David W. Tripp
Director of Operations & Technology:	Tony Kellen
Director of Planning & Marketing:	Tom Cruikshank
Administrative Secretary:	Libby Dykema
Others:	Hazel Youngmann
	Kim Hoff
	Arlene Wirth
	Nicky Lahr
	Terry Markfort

Additions or Changes to the Agenda. Commissioner Garven moved, and Commissioner Hennes seconded a motion, to approve the Agenda as presented. Motion carried.

Consent Agenda. Commissioner Hennes moved, and Commissioner Garven seconded a motion, to approve the Consent Agenda which included the December 15, 2009 Regular Meeting Minutes, November 2009 Budget Statements, December 2009 Balance Sheets, and December 2009 List of Bills. Motion carried.

New Business.

9.) Operations Reports

a. December 2009 Ridership. Mr. Kellen reported that the system as a whole remains steady with decent ridership numbers and noted that the weekends tend to fluctuate more.

b. Northstar Link Updates. Ridership on the Link Bus continues to grow with the average daily rides taken in November at seventy-four and in December up to seventy-eight. The morning daily average from St. Cloud to Big Lake is 27.18, and from Big Lake to St. Cloud is 7.0. In the evening, the daily average from St. Cloud to Big Lake is 12.18, and from Big Lake to St. Cloud is 32.09.

10.) Consideration of Amending Specialized Service No-Show Policy. Kim Hoff explained that the Appeal Committee has looked at the patterns of individuals receiving no-shows and recommends that the No-Show Policy be amended to include the following: 1) if an individual has gone one year from the beginning date of their previous suspension and has not received another set of three no-shows within a ninety-day period of time, the suspension reverts back to the length of the previous suspension serviced, and 2) if an individual has gone two or more years from the beginning date of their previous suspension and has not received another set of three no-shows within a ninety-day period of time, the suspension reverts back to a seven-day suspension. **Commissioner Garven moved, and Commissioner Hennes seconded a motion, to approve the recommended amended No-Show Policy. Motion carried.**

11.) Consideration of Capital Improvement Program Amendments. **Commissioner Hennes moved, and Commissioner Garven seconded a motion to approve the St. Cloud APO FY2011 Federal Appropriations: Transit Priority List to include: 1) Operations Center Office and Vehicle Storage Addition and HVAC Improvements, and 2) Purchase of 2 Large Buses. Motion carried.**

Commissioner Garven moved, and Commissioner Hennes seconded a motion to approve the St. Cloud APO ARRA II Transit Projects to include: 1) Operations Center Office and Vehicle Storage Addition and HVAC Improvements, 2) Purchase of 2 Large Buses, and 3) Capitalized Preventative Maintenance. Motion carried.

Commissioner Garven moved, and Commissioner Hennes seconded a motion to approve the Metro Bus 2011 Summarized Programmed Capital Improvements to include: 1) Two Large Buses, 2) Operations Center Office and Vehicle Storage Addition and HVAC Improvements, and 3) Transit Center Expansion & Renovation. Motion carried.

12.) Consideration of Call Center Staffing Needs. Arlene Wirth reported that, based on a Call Center analysis, one Call Center Dispatcher should be designated as Lead. The function of the Lead position would be to ensure smooth operations, maintain effective communications, and provide leadership to the Call Center staff. **Commissioner Hennes moved, and Commissioner Garven seconded a motion, to authorize staff to proceed with the selection process to designate a Lead Call Center Dispatcher with a \$1.00 per hour pay differential. Motion carried.**

Open Discussion. Ms. Wirth explained that Barb Klein, Career Planner for the Minnesota Workforce Center, met with Metro Bus staff and requested we take part in their Paid Work Skill Program. The Workforce Center employs and pays participants an hourly wage and places them as a volunteer to gain work experience. Metro Bus accepted two Somali speaking participants who began work on January 8, 2010. They will work as Travel Guides and participate in community outreach opportunities that will increase ridership and work to break down barriers Somali speaking individuals have when learning to ride the Fixed Route system. The work they will do will not replace any Metro Bus employee; rather they will enhance the services that Metro Bus already provides.

Commissioner Ringsmuth asked for an update on the Tri-CAP letter and situation. Commissioners Garven and Ringsmuth expressed their desire to meet with Tri-CAP staff to discuss the issues. Mr. Tripp said he would write a letter to Tri-CAP, which he would also share with the Commissioners.

Hazel Youngmann said she got her wheelchair stuck in the snow at the Transit Center. Mr. Kellen said he would talk to Ed Yorek about snow removal.

Mr. Tripp mentioned that former Commissioner Woody Bissett's health is failing.

Adjournment. Commissioner Ringsmuth adjourned the meeting at 4:45 p.m.