

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 21st day of March, 2017 at 4:05 p.m. at the Metro Bus Operations Center. Commissioner Kleis presided with the following present:

Commissioners:

1. Dave Kleis
2. Rick Miller
3. Ryan Fitzthum-absent
4. Kurt Hunstiger
5. John Libert

Chief Executive Officer:

Ryan Daniel

Chief Finance and Administration Officer:

Paula Mastey

Chief Operating and Planning Officer:

Tom Cruikshank

Additions or Changes to the Agenda. Items #12 and #15 will be combined.

Commissioner Hunstiger moved and Commissioner Libert seconded a motion to approve the Agenda as amended. Motion carried.

Consent Agenda.

5.) Minutes of February 21, 2017 Regular Meeting.

6.) February 2017 Budget Statement and Bank Reconciliation.

7.) February 2017 List of Bills.

8.) February 2017 Ridership Reports for Fixed Route, Dial-a-Ride and Northstar Link.

Commissioner Miller moved and Commissioner Libert seconded a motion to approve the Consent Agenda. Motion carried.

Open Forum. There was none.

General Business.

9.) Consideration of 2017 Proposed Program of Projects. Ms. Mastey explained the Program of Projects is standard in order to receive the 5307 federal funding. The list will be published for 30 days. **Commissioner Libert moved and Commissioner Hunstiger seconded a motion to approve the 2017 Proposed Program of Projects. Motion carried.**

10.) Resolution #2017-02, FY2017 Section 5307. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to approve Resolution #2017-02. Motion carried.**

11.) Resolution #2017-03, MnDOT Authorizing 2017 Commuter Challenge Grant. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to approve Resolution #2017-03. Motion carried.**

12.) Resolution #2017-04, Award of Scheduling and Timekeeping Software. Mr. Williams reported that three responses to the RPF were received, but none covered everything requested/required. It was decided to implement the new software in two phases with Phase I consisting of the Scheduling and Timekeeping piece. The total proposed project cost is \$599,723.00 which has been budgeted for. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to approve Resolution #2017-04. Motion carried.**

13.) Resolution #2017-05, Authorization to Purchase Six (6) Class 400 CNG Low Floor Paratransit Vehicles. Ms. Mastey explained that the six CNG replacement buses for the Dial-a-Ride system were already approved in the Capital Improvement Plan, so the funding is already there. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to approve Resolution #2017-05. Motion carried.**

14.) Resolution #2017-06, Authorization to Purchase Three (3) MCI Diesel Commuter Buses. Ms. Mastey said three buses for the Northstar Link would be purchased in 2017 and two will be purchased in 2018. MnDOT will fund 80% while 20% of the cost will be paid upfront by Metro Bus and would then be reimbursed by the Stearns County Rail Authority in 2017 and the Sherburne County Rail Authority in 2018. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to approve Resolution #2017-06. Motion carried.**

Executive Director and/or Department Updates.

15.) IT Department Update. Mr. Williams said there are upcoming IT projects that await response from MnDOT regarding funding. Those include Phase II of the software upgrade, a farebox upgrade to work with SmartCard technology and replacing the mobile data terminals in all the buses.

Adjournment. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to adjourn the meeting at 4:19 p.m. Motion carried.**