

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 20th day of November, 2018 at 4:00 p.m. at the Metro Bus Operations Center. Commissioner Kleis presided with the Following present:

Commissioners:	1. Dave Kleis	
	2. Rick Miller	(Absent)
	3. Ryan Fitzmuth	(Absent)
	4. Kurt Hunstiger	
	5. John Libert	
Chief Executive Officer	Ryan Daniel	
Chief Finance and Administrative Officer:	Paula Mastey	

Additions or Changes to the Agenda: Item number 14a, Benefits and Insurance was added under General Business. **Commissioner Libert moved and Commissioner Hunstiger seconded a motion to approve the additions to the agenda. Motion carried.**

Consent Agenda:

- 5.) Minutes of October 12, 2018 Regular Meeting
- 6.) October 2018 Balance Sheet, Budget Statement and Bank Reconciliation
- 7.) October 2018 List of Bills
- 8.) October 2018 Ridership Reports for Fixed Route, Dial-a-Ride, and Northstar Link **Commissioner Hunstiger moved and Commissioner Libert seconded a motion to approve the Consent Agenda. Motion carried.**

Open Forum: No one spoke.

General Business.

- 9.) Recognition of SCSU, Chuck Hentges and Ryan Baird, Boardroom "Circle T".
- 10.) Recognition of Operator Bob Braegelmann, MN Operator of the Year.
- 11.) Consideration of Changes to the APO Joint Powers Agreement, ~~APQ~~. Brian Gibson, APO, Executive Director, explained that the APO Policy Board has approved changes to their Joint Powers Agreement. **Commissioner Libert moved and Commissioner Hunstiger seconded a motion to approve the changes to the APO Joint Powers Agreement. Motion carried.**
- 12.) Consideration of Resolution #2018-12, Veterans Day Free Ride Authorizations. Berta Hartig explained that Metro Bus has given free rides to veterans and active military members on Veteran's Day for the last two years. This Resolution makes it official that annually, veterans and active military members ride the bus for free on Veteran's Day. **Commissioner Hunstiger moved and Commissioner Libert seconded a motion to approve Resolution #2018-12 Veteran's Day Free Ride Authorization. Motion carried.**

13.) Consideration of Resolution #2018-13, 2019 Depository and Newspaper Designations. **Commissioner Hunstiger moved and Commissioner Libert seconded a motion to approve Resolution #2018-13, 2019 Depository and Newspaper Designation. Motion carried.**

14.) Consideration of Proposed F.Y. 2019 Program of Projects: Paula Mastey explained that with recent changes on the federal level to Grant request timelines, the FY2019 Program of Projects has been moved back six months to meet the deadlines. **Commissioner Hunstiger moved and Commissioner Libert seconded a motion to approve the Proposed F.Y. 2019 Program of Projects. Motion carried.**

15.) Consideration of Changes to Policies and Procedures Manual, Chapter 7 Benefits and Insurance. Paula Mastey explained that the changes have allowed Metro Bus to offer employees voluntary life, short-term and long-term disability insurance. This policy change allows Metro Bus to offer these as 100% employee paid benefits. **Commissioner Hunstiger moved and Commissioner Libert seconded a motion to approve Changes to Policies and Procedures Manual, Chapter 7 Benefits and Insurance. Motion carried.**

Department Update.

16.) Training and Safety Department Update. Scott Stark reported that of the 26 new hires the Training and Safety Department worked with, 18 of them ~~who~~ were operators, of which, 16 of them had to be commercially licensed through a third party tester. Projects included the Operator Training Activities, which was a session with all CDL employees, and Professional Organizational Development (POD) Training, in which they worked with 153 employees. The Training and Safety Department is heavily involved with the Connex service training. * (See below) Safety updates include a revamped Safety Committee. Metro Bus has implemented a high-visibility vest policy for any member of Administration or Operations who is in the garage. Metro Bus has implemented monthly safety meetings with all mechanics. Training and Safety Department has hung new signage both around Metro Bus and the SCSU campus area.

Adjournment: **Commissioner Fitzthum moved and Commissioner Hunstiger seconded a motion to adjourn the meeting at 4:22 p.m. Motion carried.**

*Safety updates include a revamped Safety Committee, a high-visibility vest policy for members of Administration and Operations who are in the garage or working on the grounds, monthly Safety Meetings with the mechanics, and new signs both around....