

MINNESOTA VALLEY TRANSIT AUTHORITY
Regular Board Meeting
October 26, 2005 – 4:30 p.m.
Eagan Bus Garage

Board Members Present:

William Droste, Rosemount
Kevin Lienau, Savage
Elizabeth Kautz, Burnsville
Will Branning, Dakota County
Meg Tilley, Eagan
Ruth Grendahl, Apple Valley
Jon Ulrich, Scott County
Margaret Schreiner, At-large

Others Present:

Lois Spear, Finance Officer
Allen Barnard, Best & Flanagan
Connie Massengale, Schmitt & Sons
Tom Bright, Facilities Manager
Wally Lyslo, At-Large Alternate
Michael Abegg, Planner
Beverley Miller, Executive Director
Robin Selvig, Customer Relations Manager
Samantha Porter, Operations Manager
Tom Knier, Laidlaw Transit

I. Call to Order

The meeting was called to order by Chair William Droste at 4:30 p.m.

II. Public Comments

There were no comments from the public

III. Approval of Agenda

One item was added to the agenda under New Business with regard to Compliance to LOGIS security policy. Motion by Elizabeth Kautz and seconded by Meg Tilley to approve the agenda with the one addition. Motion carried.

IV. Consent of Agenda

Motion by Elizabeth Kautz and seconded by Jon Ulrich to approve the Consent Agenda. Motion carried. Resolutions approved as part of the Consent Agenda are attached to these minutes.

V. New Business

A. Dakota 40' Bus Procurement

Michael Abegg reviewed the plan to procure 40' buses via the Met Council agreement with New Flyer. However, he expressed concern regarding the timing of the acquisition, and asked that the Board request that the Met Council issue the Notice to Proceed for the acquisition of nine 40' New Flyer buses and that the authorization by the Transportation Committee be no later than Dec. 12, 2005 and by the full Council no later than Dec. 28, 2005. Motion by Elizabeth Kautz and seconded by Kevin Lienau authorizing this procurement. Motion carried. Motion by Elizabeth Kautz and seconded by Margaret Schreiner directing staff to prepare talking points for Ruth Grendahl to use in a meeting with Peter Bell. Margaret Schreiner noted that the MVTA may need to develop a more formal relationship with the Met Council representatives, not just Council staff. MVTA

staff was also directed to be in contact with the MVTA's Met Council representatives regarding this issue. Motion carried.

B. LOGIS Compliance

Beverly Miller reviewed a memo distributed regarding the MVTA's need to get into compliance with the security policy established by LOGIS. An audit has been completed and a number of items were noted for improvement. Motion by Kevin Lienau and seconded by Margaret Schreiner authorizing LOGIS to bring the MVTA systems into compliance, including a computer cart for about \$1,100 and labor for a variety of issues in the amount of \$2,000. Further, Kevin Lienau asked that the MVTA be provided with a warranty or guarantee that the MVTA would be protected in the event the work by LOGIS results in a catastrophic event or data loss. Motion carried.

VI. Old Business

A. County Road 46/County Road 31 Update

Will Branning provided the County Road 31/County Road 46 project update in the absence of Greg Konat. Branning also noted that the Dakota County Physical Development Committee reviewed the agreement with the MVTA to operate the transit service at the new facility. The document will be presented to the full County Board later this month. The form of the document will incorporate regulations from the funding sources.

Further, the Physical Development Committee of Dakota County spent a significant amount of time discussing the name of the new facility. There was discussion about the City of Apple Valley's recommendation, Quarry Point Transit Station (the nearby park will be named Quarry Park) and Lebanon Station (too confusing with Lebanon Hills Regional Park). Commissioner Branning then suggested a "compromise" name of the 157th St. Station. Michael Abegg offered some comments about the difference between a Park & Ride and a Transit Station, and asked that it be the 157th St. Park & Ride. However, the Board is thinking toward the future and preferred the name 157th St. Station. Motion by Margaret Schreiner and seconded by Ruth Grendahl to name the site the 157th St. Station. Motion carried. Commissioner Branning will take this name back to the County Board. The MVTA Board also directed staff to develop a policy for Board approval regarding transit facility naming schemes, including pursuit of revenue opportunities associated with facility names.

VII. Staff Reports / Update

None.

VIII. Committee Reports

A. STA

Margaret Schreiner gave the STA report, noting that the subcommittee of Ruth, Beverly and herself met with Messerli & Kramer to discuss the concerns raised by the MVTA Board at its last meeting. Additionally, the "evaluation committee" met to review some of these issues prior to the actual meeting with Tom Poul and James Clark of Messerli. Ms. Schreiner stated the thought there was a good dialogue and that she learned that Messerli felt they were not getting clear direction because a decision would be made at a

meeting, and then phone calls would come in after the meeting providing conflicting direction. It was determined that the meetings will be more formal, with actual votes and who voted being recorded. A standard meeting date/time will be selected, and Legislative Committee members will know that before signing on to serve on this committee. Additionally, Messerli is adding another staff member, and James Clark will take a more active role. Finally, Messerli will sit with the STA Chair (Sandy Hewitt of the Plymouth City Council) to review the agenda before meetings. With regard to the Met Council, it was suggested that Messerli spend more time with actual Council members, rather than Council staff.

There was significant discussion about formulation and adoption of a legislative agenda. Eventually, the Board determined that it would establish its own legislative agenda for the Legislative Committee to present to STA. Once STA adopts its agenda, the full agenda will come back to the MVTA Board and strategies will be developed if there are gaps between the MVTA agenda and the STA agenda. Further, the STA agenda will be compared with the Met Council agenda and perhaps others.

Ruth Grendahl also requested a review of the benefits gained by the MVTA as a result of the STA lobbying efforts.

B. Development Committee

Beverley Miller reviewed the issues associated with development at the Burnsville Transit Station by Tom Baker. A memo from Barb Ross was included in the packet, and another memo for Board discussion was sent under separate cover. Development Committee members also offered input. Will Branning noted that there was discussion at Dakota County and that it remains the Counties preference to have the License Center on the Transit Station site. However, many details remain to be worked out and from previous experience, Commissioner Branning indicated that Mr. Baker frequently does not meet deadlines. It was noted that the plans Tom Baker provided to the Development Committee were incomplete (no grading, utility and other plans required to obtain a building permit from the City of Burnsville). Further, he is lacking leases and a financing package. The Board discussed a variety of options, including terminating the agreement, providing a time to cure. Motion by Ruth Grendahl and seconded by Will Branning to give Mr. Baker a 10-day notice, stating that if a contingency is not met that the Board extend the contingency period by 60 days, with conditions that should be met within those 60 days. Further, Mr. Baker is to provide a written progress report to the Board for consideration at their next meeting. Motion carried with Meg Tilley and Margaret Schreiner voting nay.

D. Personnel Committee

Motion by Meg Tilley and seconded by Elizabeth Kautz to close the meeting for the purpose of discussion of the Executive Director Review. The meeting was reconvened. Motion by William Droste and seconded by Elizabeth Kautz approving a three percent increase for the Executive Director as well as a car allowing increase to \$550 per month, retroactive to her anniversary date in August. Motion carried.

IX. Adjournment

Motion by Ruth Grendahl and seconded by Meg Tilley to adjourn the meeting at 7 p.m.
Motion carried.

Minutes Prepared By: Robin Selvig

**Next Regular Meeting Scheduled: Dec. 7, 2005, 4:30 p.m. Burnsville Transit Station
Second Floor, Conference Room**

All regularly Scheduled Board Meetings will be held on the **FOURTH** Wednesday of the month at the posted time at the Burnsville Transit Station Second Floor Conference Room unless otherwise notified.

Approved by: _____ Date: _____