

MINNESOTA VALLEY TRANSIT AUTHORITY

Regular Board Meeting
July 27, 2011 – 4:30 p.m.
Burnsville Bus Garage

Board Members Present:

Will Branning, Dakota County
Gary Hansen, Eagan
Clint Hooppaw, Apple Valley
Jane Victorey, Savage
Dan Kealey, Burnsville
William Droste, Rosemount
Wally Lyslo, At-large
Jon Ulrich, Scott County

Others Present:

Beverley Miller, Executive Director
Michael Abegg, Planning Manager
Tom Lovelace, Apple Valley TWG
Robin Selvig, Customer Relations Manager
Tom Bright, Facilities Manager
Lois Spear, Finance Officer
James Strommen, Kennedy & Graven
Steve Albrecht, Burnsville TWG
Joe Zanmiller, at large alternate
Connie Massengale, Schmitt & Sons
Tom Pepper, Eagan TWG
Shaun Morrell, Planner
Glenn Boden, Fleet Maintenance Manager
Jaron McNamara, Intern
Samantha Porter, Operations Manager

I. Call to Order

The meeting was called to order at 4:31 p.m. by Chair Will Branning. Roll-call was taken and a quorum was present.

II. Public Comments

Jaron McNamara, MVTA Intern, was introduced.

III. Approval of Agenda

Motion by Clint Hooppaw and seconded by Gary Hansen to approve the agenda. Motion carried.

IV. Consent Agenda

Motion by Jane Victorey and seconded by Dan Kealey to approve the Consent Agenda. Motion carried.

V. Old Business

A. Exercise Option to Extend Task-Work Consulting Contract with URS

Michael Abegg presented information about exercising an option for URS as a task-work consultant. Motion by Gary Hansen and seconded by Clint Hooppaw to approve the option to the agreement. A roll-call vote followed.

William Droste – Aye
Clint Hooppaw – Aye
Will Branning – Aye

Wally Lyslo – Aye
Gary Hansen – Aye
Jon Ulrich – Aye

Dan Kealey – Aye
Jane Victorey – Aye

Motion carried.

VI. New Business

A. Board Membership

Gary Hansen presented information to the Board regarding potential changes to the Joint Powers Agreement. He reviewed notes from a Strategic Working Group meeting in 2009,

suggesting that this might be the time to address the “at-large” position and other outstanding issues in the Joint Powers Agreement. A new Strategic Working Group was named: Gary Hansen, Jane Victorey, Jon Ulrich and Clint Hooppaw.

B. GIS Software Purchase

Michael Abegg presented information about the need to purchase GIS software for the MVTA. The Board asked questions about the cost of on-going maintenance and frequency of use. There were also questions about sharing a license with one of the MVTA cities. It was suggested that sharing a license might not be feasible. The item was continued so information about maintenance and support costs could be retrieved. After additional discussion, including information that the cost of the ongoing maintenance and support is about \$2,900 per year, notation that the purchase is likely a 5-year item (meaning it would not need to be replaced for about five years), and a testimonial from Steve Albrecht at the City of Burnsville, Motion by William Droste and seconded by Gary Hansen. A roll-call vote followed:

William Droste – Aye	Wally Lyslo – Aye	Dan Kealey – Aye
Clint Hooppaw – Aye	Gary Hansen – Aye	Jane Victorey – Aye
Will Branning – Aye	Jon Ulrich – Aye	

Motion carried.

C. Adelman Demolition

Lois Spear presented information about the Eagan Bus Garage Site Preparation Contract Award, indicating that bids came in at about one-half of the preliminary cost estimate. Low bid was from Minnesota Dirt Works in the amount of \$36,395. Motion by Gary Hansen and seconded by Jon Ulrich to approve the contract with Minnesota Dirt Works, along with giving the executive director authority to sign change orders up to a cumulative total of \$5,500. A roll-call vote followed:

William Droste – Aye	Wally Lyslo – Aye	Dan Kealey – Aye
Clint Hooppaw – Aye	Gary Hansen – Aye	Jane Victorey – Aye
Will Branning – Aye	Jon Ulrich – Aye	

Motion carried.

VII. Committee Reports

A. Finance Committee

Jane Victorey and Lois Spear provided information regarding the discussion at the Finance Committee. A meeting with the Metropolitan Council has been scheduled for Aug. 9, and the MVTA group (Will Branning, Gary Hansen, Jane Victorey and Clint Hooppaw) will meet prior to Aug. 9 to review the information to be presented. Direction was given to MVTA staff to develop a “preserve” budget through 2013 (given that revenues will be held steady at 2011 levels in 2012 and 2013.)

VIII. Staff Reports / Update

A. Bond Counsel Representation

James Strommen reviewed a memo regarding Kennedy & Graven’s selection as primary bond counsel for the Metropolitan Council. He indicated this should not affect his work with the MVTA as the firm does much general counsel for cities that have relationships with the Metropolitan Council. Will Branning thanked him for promptly informing the Board of this action.

B. Update on 140th & 147th St. Presentation to Dakota County

Beverley Miller noted that she made a presentation to the Dakota County Regional Rail Authority regarding the 140th and 147th St. Stations. She mentioned that the stations have been downsized, with both being walk-up stations. The 140th St. Station could be expanded in the future, but the 147th St. Station is not built for expansion. The County Board approved the scope for these stations and has submitted a request that the Metropolitan Council enter into subrecipient agreements with the MVTA for these stations. Beverley Miller noted that in a recent meeting with Arlene McCarthy, she was informed that the initial agreement would only cover the design and not the construction, while impacts of the Transportation Bill are further analyzed. Will Branning thanked Beverley for her presentation to the County.

C. Update from STA Executive Directors' Meeting

Beverley also gave a brief update on the STA Executive Directors Meeting, indicating that a number of items were discussed including governance issue, impacts of the Transportation Bill, learning more about Scott County's position regarding the Metropolitan Council and governance, and more. She said there is a lot of "anxiety" among the STPs.

Will Branning reported on a meeting he had with Beverley and County Staff, raising a number of issues to be addressed by MVTA regarding the Cedar Avenue Bus Rapid Transit and related projects. He thanked Gary Hansen for attending a meeting with new Metropolitan Council representative Harry Melander. Hansen reported that Mr. Melander was interested in learning all he could from the STPs.

Clint Hoopaw updated the Board on a testimonial he heard from an Apple Valley resident regarding the service she receives getting to/from the airport. Kudos were given to the MVTA team for the excellent service provided. Gary Hansen also thanked MVTA for providing a representative at an employee fair in St. Paul, where information was shared about how St. Paul employees can take transit to get to work.

IX. Adjournment

Motion by Clint Hoopaw and seconded by Gary Hansen to adjourn the meeting at 6:10 p.m.

Minutes Prepared By: Robin L. Selvig

Next Regular Meeting Scheduled: August 24, 2011, 4:30 p.m., Burnsville Bus Garage

All regularly Scheduled Board Meetings will be held on the **FOURTH** Wednesday of the month at the posted time and location unless otherwise notified.

Approved by:  Date: 24 Aug 2011

MINNESOTA VALLEY TRANSIT AUTHORITY
RESOLUTION NO. 11-_____
APPROVING A CONTRACT FOR GEOGRAPHIC INFORMATION SYSTEMS
SOFTWARE LICENSES

WHEREAS, the Minnesota Valley Transit Authority (MVTA) has need of Geographic Information Systems (GIS) software; and,

WHEREAS, the State of Minnesota's Cooperative Purchasing Venture (CPV) provides for the acquisition of such software; and,

WHEREAS, a suite of software is available through the CPV from ESRI, Inc., including the ArcEditor, ArcView, and Network Analyst products; and,

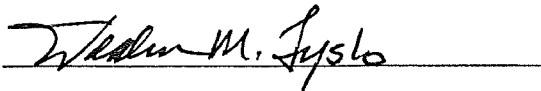
WHEREAS, funding is available through MVTA's ITS/AVL project for the acquisition of the software licenses;

NOW, THEREFORE BE IT RESOLVED that the chair and executive director be authorized to execute a contract and software license agreement for the acquisition of the above software licenses from ESRI, Inc., in the amount of \$17,110.78.

ADOPTED by the Minnesota Valley Transit Authority this 27th day of July, 2011.


Chair

Attest:



MINNESOTA VALLEY TRANSIT AUTHORITY
RESOLUTION NO. 11-_____

APPROVING CONTRACT BETWEEN MINNESOTA VALLEY TRANSIT AUTHORITY
AND MINNESOTA DIRT WORKS, INC. FOR EAGAN BUS GARAGE EXPANSION
SITE PREPARATION

WHEREAS, the Minnesota Valley Transit Authority (MVTA) is planning to expand the Eagan Bus Garage;

WHEREAS, MVTA advertised for bids for site preparation at 3645 Sibley Memorial Highway with bid opening on July 22, 2011;

WHEREAS, the bid specifications require the contractor to abate and properly dispose of the small amount of hazardous materials on site, and demolish the house and outbuildings and properly dispose of the contents and construction debris'

WHEREAS, three bids were received ranging from \$36,395 to \$37,658 and all bid documents were completed property;

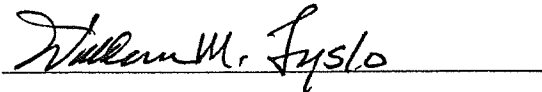
NOW, THEREFORE, BE IT RESOLVED, that the MVTA Board approve the contract with Minnesota Dirt Works, Inc. in the amount of \$36,395, subject to legal counsel approval as to terms and conditions, and authorize the appropriate signatories to execute and deliver the agreement when in acceptable final form.

BE IT FURTHER RESOLVED, that the Board grants authority to the Executive Director to execute contract change orders up to a cumulative total of \$5,500.

Resolution adopted by MVTA on July 27, 2011.


Chair

Attest:



MINNESOTA VALLEY TRANSIT AUTHORITY
RESOLUTION NO. 11-
APPROVING AMENDING CONTRACTS FOR ON-CALL CONSULTANT
SERVICES

WHEREAS, the Minnesota Valley Transit Authority (MVTA) has an occasional need for engineering and planning consulting services; and,

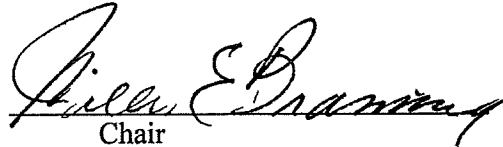
WHEREAS, the Board previously approved a contract with URS, Inc. (URS), through June 30, 2011; and,

WHEREAS, options for extension of the contracts are provided at the mutual agreement of MVTA and URS; and,

WHEREAS, URS has performed satisfactorily and has proposed reasonable rates for the two one-year extensions through June 30, 2013 as well as a replacement of the current project manager with Jeffrey L. Benson, who is assigned to the Minneapolis office full-time;

NOW, THEREFORE BE IT RESOLVED that the chair and executive director be authorized to amend the existing contracts for on-call engineering and planning consulting services with URS, Inc., to exercise the options for extensions through June 30, 2012 and June 30, 2013, at the rates attached, and to substitute the listed project manager with Jeffrey L. Benson.

ADOPTED by the Minnesota Valley Transit Authority this 27th day of July, 2011.


Chair

Attest:

