

MINNESOTA VALLEY TRANSIT AUTHORITY  
Regular Board Meeting  
May 23, 2012 – 4:30 p.m.  
Burnsville Bus Garage

**Board Members Present:**

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

**Others Present:**

Beverley Miller, Executive Director  
Michael Abegg, Planning Manager  
Shaun Morrell, Planner  
Robin Selvig, Customer Relations Manager  
Lois Spear, Finance Officer  
Tom Bright, Facilities Manager  
James Strommen, Kennedy & Graven  
Tom Pepper, Eagan TWG  
Connie Massengale, Schmitt & Sons  
Joe Morneau, Dakota County TWG  
Tom Lovelace, Apple Valley TWG  
Joe Zanmiller, At-Large Alternate  
Steve Albrecht, Burnsville TWG  
Joe Zanmiller, At-Large Alternate  
Troy Beam, Scott County TWG

**I. Call to Order**

The meeting was called to order at 4:35 p.m. by Chair Gary Hansen. A quorum was present.

**II. Public Comments**

There were no public comments.

**III. Approval of Agenda**

The STA update was moved to just after the Consent Agenda. Motion by Clint Hooppaw and seconded by Jane Victorey to approve the revised agenda. Motion carried.

**IV. Consent Agenda**

Motion by William Droste and seconded by Wally Lyslo to approve the Consent Agenda. Motion carried. Resolutions adopted as part of the Consent Agenda are attached to these minutes.

**V. STA Update on Legislative Session**

James Clark of Messerli & Kramer was present to review the 2012 Legislative Session. He noted that each Legislative Session has its own rhythm and flow and the 2012 session was no exception. He talked about Rep. Beard and the effort to work on governance, but noted it was too big a topic with too little time to fully discuss. It will be a topic to be address during the summer.

STA's main focus was to increase MVST revenues for STA, from 3.74 percent to 6.25 percent and to lift the freeze on MVST revenues for STAs for 2013. There was some consideration on the part of the legislature but the Met Council was opposed to these items.

The Omnibus Transportation Bill provided \$35 million in regional transit bonds, authorized the bus shoulder language desired for the Cedar Avenue Transitway and authorized \$4.2 million in capital funds to the STAs who lost "reserves" after the 2011 session.

Clark also spoke of the large number of retirements from the Legislature and the fact that it was a very challenging session because of the number of new legislators. 2013 will be similar in that there will be a large number of changes and it is a challenge to educate the new members. He noted that STA is also trying to get an audience with the Governor.

**VI. Old Business**

**A. Agreement with Eagan re: Fiber to EBG**

Robin Selvig asked the Board to approve an agreement between the MVTA and the City of Eagan for fiber installation at the Eagan Bus Garage. The agreement, subject to legal counsel approval, would not exceed \$60,000 for the one-time cost of installation of the fiber. This is significantly lower than the initial cost that was budgeted for the project. Motion by Will Branning and seconded by Dan Kealey. A roll-call vote followed:

Branning – Aye	Hooppaw – Aye	Ulrich – Aye
Kealey – Aye	Victorey – Aye	Lyslo – Aye
Hansen – Aye	Droste – Aye	

Motion carried.

**VII. New Business**

**A. Amendment to RouteMatch Contract**

Michael Abegg reviewed the request to authorize executing of options under the MVTA’s contract with RouteMatch for phase II of the AVL project. These elements include:

- Additional on-board units to provide training and spare units, and equipment for the new Red Line Station-to-Station BRT buses
- Mobile supervisor units and additional desktop user licenses to allow necessary hands-on management of MVTA services, including providing RouteMatch dispatch views to road supervisor personnel
- Wayside Real-time Signage for locations on the I-35W and Cedar corridors
- Automated Passenger Counting (APC) and Automated Voice and Visual Announcement (AVVAS) systems for Cedar Avenue buses
- Transit Signal Priority (TSP) integration work for Cedar Avenue.

Motion by Dan Kealey and seconded by Gary Hansen to authorize issuance of a Purchase Order to RouteMatch Software, Inc. for the purchase of AVL Stage II components and services in an amount not to exceed \$503,000. A roll-call vote followed:

Branning – Aye	Hooppaw – Aye	Ulrich – Aye
Kealey – Aye	Victorey – Aye	Lyslo – Aye
Hansen – Aye	Droste – Aye	

Motion carried.

**B. Acquisition of Surplus Fare Collection Equipment**

Michael Abegg reviewed a presentation regarding acquisition of surplus fare collection equipment. He asked the Board to ratify the actions of the Executive Director. Motion by Will Branning and seconded by Wally Lyslo to authorize Stantec to perform an investigation and evaluation of surplus fare collection equipment in Worcester, MA in an amount not to exceed \$1,200 and to authorize submission of a sealed bid in the amount of \$5,000 for purchase of the same. Further, staff was directed to negotiate with Schmitt and Sons to

arrange transport of the inventory from Massachusetts to MVTA and that the inventory be provided to Schmitty and sons at no additional cost. A roll-call vote followed:

Branning – Aye	Hooppaw – Aye	Ulrich – Aye
Kealey – Aye	Victorey – Aye	Lyslo – Aye
Hansen – Aye	Droste – Aye	

Motion carried.

**C. Accept Funds from MnDOT for Rosemount Transit Station**

Lois Spear asked the Board to accept federal funds from MnDOT in the amount of \$748,000 for purchase of the Rosemount Transit Station. Motion by Will Branning and seconded by Clint Hooppaw to accept the funds. A roll-call vote followed:

Branning – Aye	Hooppaw – Aye	Ulrich – Aye
Kealey – Aye	Victorey – Aye	Lyslo – Aye
Hansen – Aye	Droste – Aye	

Motion carried.

**IX. Staff Reports / Update**

A. An updated document regarding purchases made by the Executive Director was distributed.

B. Insurance Premiums

Lois Spear reported that the 2012 “actual” insurance premiums were received and were slightly lower than budget (\$83,347 vs. \$90,450). The primary reason for the lower premiums was that rate increases were less than projected. It was also noted that LMCIT returned a worker’s compensation dividend in April 2012 in the amount of \$1,332.

C. Cedar BRT Update

Michael Abegg reviewed the Cedar Avenue update.

D. Board Member Updates

There were no Board member updates.

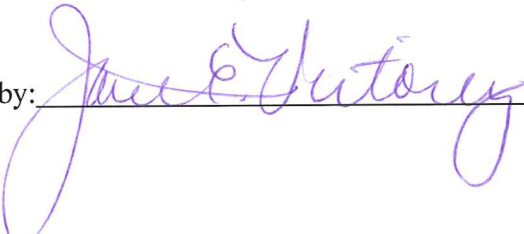
**X. Adjournment**

Motion by Dan Kealey and seconded by Clint Hooppaw Ulrich to adjourn the meeting at 6:06 p.m.

**Minutes Prepared By: Robin L. Selvig**

**Next Regular Meeting Scheduled: June 27, 2012, 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 except the meetings in February and August will be held on the **FIFTH** Wednesday.

Approved by:  Date: 6/27/12

MINNESOTA VALLEY TRANSIT AUTHORITY  
RESOLUTION NO. 12-\_\_\_\_\_

AUTHORIZE CONTRACT BETWEEN MVTA AND CITY OF EAGAN  
FOR COST-SHARING OF FIBER BUILD TO EAGAN BUS GARAGE

WHEREAS, the MVTA has been working to link our facilities via fiber to improve communications efficiencies;

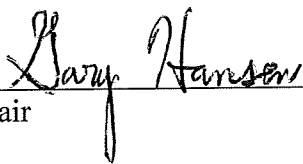
WHEREAS, fiber has been lit connecting the Burnsville Bus Garage and the Burnsville Transit Station to the City of Burnsville fiber and out to the State Network;

WHEREAS, the City of Eagan and the MVTA have been negotiated a cost-sharing of the Phase II fiber installation in Eagan and the City proposes to build the entire path from the City Maintenance facility to the Eagan Bus Garage and sell back a pair of fiber to MVTA to get from the Eagan Bus Garage to the Western Service Center;

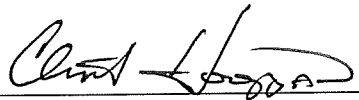
NOW, THEREFORE, BE IT RESOLVED, that the MVTA execute an agreement between the City of Eagan and the MVTA sharing the cost of the fiber installation between the City of Eagan Maintenance Facility and the MVTA's Eagan Bus Garage at a cost not to exceed \$60,000.

BE IT FURTHER RESOLVED, that the MVTA Board authorizes MVTA staff to work with the City of Eagan staff regarding the terms of the agreement, subject to approval by legal counsel;

Whereupon said Resolution was declared duly passed and adopted by MVTA on May 23, 2012.

  
Chair

Attest:

  
\_\_\_\_\_

MINNESOTA VALLEY TRANSIT AUTHORITY  
RESOLUTION NO. 12- \_\_\_\_\_

AMENDING THE EXISTING CONTRACT WITH ROUTEMATCH SOFTWARE, INC.

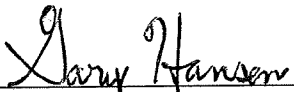
WHEREAS, MVTA has installed Automated Vehicle Location and Computer-Aided Dispatch software and hardware under a contract with RouteMatch Software, Inc.; and,

WHEREAS, the contract provides for additional software and hardware services for optional and additional components; and,

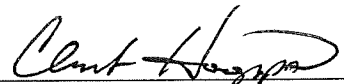
WHEREAS, funding is available in the Cedar Avenue CMAQ grant, I-35W CMAQ grant, and moneys provided by the regional AVL project for these additional services;

NOW, THEREFORE BE IT RESOLVED that the chair and executive director be authorized to execute an amended contract and purchase order with RouteMatch Software, Inc., in an amount not to exceed \$503,000.

ADOPTED by the Minnesota Valley Transit Authority this 23<sup>rd</sup> day of May, 2012.

  
\_\_\_\_\_  
Chair

Attest:

  
\_\_\_\_\_

MINNESOTA VALLEY TRANSIT AUTHORITY  
RESOLUTION NO. 12-\_\_\_\_\_

RATIFYING CERTAIN EXECUTIVE DIRECTOR ACTIONS AND DIRECTING  
STAFF, ON THE MATTER OF FARE COLLECTION EQUIPMENT ACQUISTION

WHEREAS, MVTA operates the GFI fare collection system including Cents-a-Bill fareboxes and TRIM units; and,

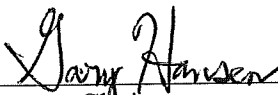
WHEREAS, valuable equipment and spare parts related to this fare collection system were made available through sealed-bid auction by the Worcester Regional Transit Authority in Worcester, Massachusetts; and,

WHEREAS, acquisition of additional spare parts and equipment will improve MVTA's ability to deliver transit services;

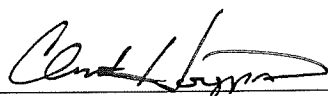
NOW, THEREFORE BE IT RESOLVED that this Board ratifies the actions of the executive director to engage Stantec to perform inspection and evaluation in the amount of \$1,198 and to submit a sealed bid in the amount of \$5,000 for the entire inventory of equipment and spare parts; and,

BE IT FURTHER RESOLVED that staff be directed to negotiate with its operating contractor, Schmitt and Sons, for Schmitt and Sons to transport the inventory from Massachusetts to MVTA and that the inventory be then provided to Schmitt and Sons at no additional cost.

ADOPTED by the Minnesota Valley Transit Authority this 23<sup>rd</sup> day of May, 2012.

  
\_\_\_\_\_  
Chair

Attest:

  
\_\_\_\_\_

MINNESOTA VALLEY TRANSIT AUTHORITY  
RESOLUTION NO. 12-\_\_\_\_\_

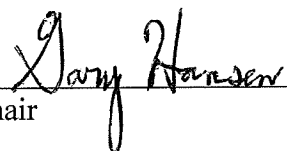
ACCEPT FEDERAL FUNDS FROM MN DOT FOR CONSTRUCTION  
OF ROSEMOUNT TRANSIT STATION

WHEREAS, in 2009, MVTA applied for and was awarded federal CMAQ (Congestion Mitigation/Air Quality) money for construction of a park and ride in Rosemount;

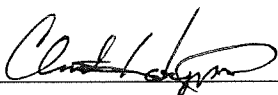
WHEREAS, federal funds for this project are being awarded through the Minnesota Department of Transportation (MnDOT);

NOW, THEREFORE, BE IT RESOLVED, that the MVTA execute a grant agreement with the MnDOT for the construction of the Rosemount Transit Station in the amount of \$748,680;

Whereupon said Resolution was declared duly passed and adopted by MVTA on May 23, 2012.

  
Chair

Attest:

  
\_\_\_\_\_