

MINNESOTA VALLEY TRANSIT AUTHORITY
Regular Board Meeting
June 28, 2017 – 4:30 p.m.
Burnsville Bus Garage

Board Members Present:

Jon Ulrich, Scott County
Clint Hooppaw, Apple Valley
Jane Victorey, Savage
Gary Hansen, Eagan
William Droste, Rosemount
Jay Whiting, Shakopee
Chris Gerlach, Dakota County

Others Present:

Luther Wynder, MVTA Executive Director
Jim Strommen, Kennedy and Graven
Casey McCabe, Prior Lake
Kristi Sellwood, MVTA Customer Service
Lois Spear, MVTA Finance Director
Jen Lehmann, MVTA Planning Manager
Richard Crawford, MVTA Public Information Manager
Aaron Bartling, MVTA Transit Planner
Joe Morneau, Dakota County TWG
Tom Lovelace, Apple Valley
Bill Forbord, Schmitt & Sons
Connie Massengale, Schmitt and Sons
Patricia Timmons, Elko New Market
Heather Ageson-Huebner, Met Council
Kyle Klatt, Rosemount
Lisa Freese, Scott County
Bob Crawford, Elko New Market
Steve Albrecht, Burnsville
Josh Feldman, Eagan
Eric Weiss, Shakopee
Heidi Scholl, MVTA Procurement & Contract Manager
Matthew Rosenbloom-Jones, MVTA Transit Planner
Shaun LaFrance, MVTA Intern
Tori Sogn, MVTA Intern

I. Call to Order

The meeting was called to order at 4:30 p.m. by Chair Jon Ulrich. A quorum was present.

II. Public Comments

MVTA Transit Planner, Matthew Rosenbloom-Jones was introduced by Luther Wynder. Also introduced were MVTA's summer interns Shaun LaFrance and Tori Sogn. The third intern, Alex McGuire, was not present.

III. Approval of Agenda

Motion by Steve Albrecht and seconded by Clint Hooppaw to approve the agenda. A roll-call vote followed.

| | | |
|--------------|----------------|---------------|
| Ulrich – Aye | Victorey – Aye | Hooppaw - Aye |
| Weiss – Aye | McCabe – Aye | Droste – Aye |
| Hansen – Aye | Albrecht – Aye | |

Motion carried.

IV. Consent Agenda

Motion by Jane Victorey and seconded by Bill Droste to approve the Consent Agenda. Motion carried. A roll-call vote followed.

| | | |
|--------------|----------------|---------------|
| Ulrich – Aye | Victorey – Aye | Hooppaw - Aye |
| Weiss – Aye | McCabe – Aye | Droste – Aye |
| Hansen – Aye | Albrecht – Aye | |

Motion carried.

V. Old Business

None

VI. New Business

A. BTS Parking Structure 2017 Repairs Contract: Merit Construction Services, Inc.

Heidi Scholl requested the Board approve a contract with Merit Construction Services, Inc. for parking structure repairs at Burnsville Transit Station. Merit Construction Services, Inc. was the second low bidder of five bids received; however, the low bidder had been deemed non-responsive. The total contract amount for the project is \$94,766 which is under the projected budgeted amount. NTD funds will be utilized to complete this project. Motion by Clint Hooppaw and seconded by Steve Albrecht to approve the contract. A roll-call vote followed.

| | | |
|--------------|----------------|---------------|
| Ulrich – Aye | Victorey – Aye | Hooppaw - Aye |
| Weiss – Aye | McCabe – Aye | Droste – Aye |
| Hansen – Aye | Albrecht – Aye | |

Motion carried.

VII. Committee Reports

A. Management Committee

1. Report from Auditor/Accept Comprehensive Annual Financial Report

MVTA Finance Director, Lois Spear, and Peggy Moeller of Redpath and Company presented a summary of the 2016 Comprehensive Annual Financial Report results and findings. The fund balance in the General Fund increased by \$2.2 million in 2016. During the course of the audit, the auditors did not encounter any issue that resulted in a finding. Motion by Gary Hansen and seconded by Bill Droste to accept the Financial Report and associated auditor reports.

2. Fare Increase Correspondence

Luther Wynder gave a brief update regarding a letter sent to Metropolitan Council Chair, Adam Duinck, in support of a fare increase of \$0.25 for all fare levels. Luther noted that Mr. Duinck resigned during the week the letter was mailed.

B. STA

Luther Wynder reported that MVTA and SouthWest Transit have begun meeting and coordinating regarding the 2018 Demonstration funds. SouthWest will be presenting a potential service concept at a future STA meeting. In addition, now that the State legislature session has concluded, MVTA has begun reaching out to schedule meetings and tours with interested elected officials to discuss transit.

VIII. Board and Staff Reports / Updates

A. None

IX. Adjournment

Motion by Clint Hooppaw and seconded by Bill Droste to adjourn the meeting at 5:02 p.m.

Motion carried.

Minutes Prepared by: Kristi Sellwood

Next Regular Meeting Scheduled: Wednesday – July 26, 2017, 4:30 p.m. Burnsville Bus Garage, 11550 Rupp Drive, Burnsville, MN

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 March and August will be held on the **FIFTH** Wednesday.

Approved by: Jon Ulrich

Date: 7/26/17