

**10-15 TRANSIT BOARD  
MINUTES  
February 28, 2008**

**Present:** Mike Pech                      Lawrence Rouw                      Greg Kenning  
Dale Taylor                      Michael Beary                      Cathy Reece  
Bill Randolph                      Jody McDanel                      Ernie Greiner

**Absent:** Bob Woodruff

**Others:** Pam Ward              Brenda Stevens              Ed Mosbey

**Guests:** Chris Kukla, Area XV RPC

**AGENDA:** Greenlee reviewed the agenda, and the agenda was approved as presented.

**MINUTES** The minutes from the meeting of January 24, 2008 were presented. Following review, Kenning moved and Greiner seconded a motion to approve the minutes as presented. Motion carried.

**EXPENSES**

Expenses for the Month of January were presented in the amount of \$44,151.10.

Greiner asked about the Nextel and Alltel bills. Pam explained that cellular service is how data from RouteMatch is transmitted to our system. Rouw asked about the X-rays. Pam explained this was part of the pre-employment physicals. Since those employees did not work the required 90 days, they will be charged all pre-employment physical costs.

Pam explained that invoices from Truck Repair had not been submitted for 3 months due to some in-house problems at their company. These invoices are valid and are scheduled for payment. This will appear as a large expenditure for Lee County. No action was requested.

Following a review, Rouw moved and Beary seconded a motion to acknowledge and file the expenses. Motion carried.

**REVENUE/EXPENSE REPORT**

Pam presented the Revenue/Expense Report for the month of January.

Revenues for Lee County are up \$31,995 from a year ago. Revenues for 10-15 are up \$283,926 from a year ago.

Expenses for Lee County are up \$8,194 from a year ago. Expenses for 10-15 are up \$85,077 from a year ago.

Pam noted that almost 50% of the increased costs are due to fuel prices. The rates for FY 09 are still being considered and may require increase to meet the budget.

Following a brief discussion, the report was accepted as presented.

**RIDERSHIP REPORT**

In January, 24,622 rides were provided; 92,584 miles were driven; and 4,917.35 hours were spent in delivering the services. Last year, 21,269 rides were provided, 98,891 miles were driven, and 4,523.54 hours were spent in delivering the services.

McDanel asked how State and Federal Operating Assistance is distributed. Pam explained that the Board has set the entities entitled to the subsidy. Each entity receives a percentage based on their share compared to the total revenue hours of service. This system has been in place for about 16 years.

Following review and discussion, the report was accepted as presented.

## **STATUS REPORT**

### Drivers

Pam updated the Board on the new drivers in Lee County. No action was taken.

### Bus 975

Iowa DOT finally authorized us to settle on Bus 975. We were able to negotiate a very favorable settlement in the amount of \$11,500. This includes \$10,000 for the bus; \$1,500 for loss of use; and we keep the damaged vehicle without cost.

Ed and Richard feel that the engine and may be able to be salvaged, but will not know until they are removed and examined. Further, the lift, seats, and air conditioning equipment can all be salvaged.

As part of the terms with Iowa DOT, we will be required to purchase a used bus (probably relatively inexpensively), and do some work to make it road-worthy. We will be exploring the options with other Iowa transit systems.

No action is needed at this time.

### Labor Negotiations

Pam summarized the items agreed to during mediation with the Union. The revision to the Personnel Policies on Driver Physical Reimbursement will be presented in March's Board meeting. The entire wage scale for all employees will also be presented for adoption in March.

### Bus Cameras

We are in the process of completing a Transit Vehicle Survey Form and taking digital pictures of all the buses' interior so that Verint can begin planning the installation.

We will be working with our sister systems and creating an installation schedule. Our intent at this writing is to still perform the installations in-house, although we have not closed the door on having an outside contractor involved due to time restraints in our maintenance shop.

No action is needed at this time.

### Bus 972L

This bus has been programmed for replacement in 2009 with state funds. We would like permission to dispose of this bus in the Spring auction. It is a 1997 Ford Supreme with 260,000 miles. No action is needed at this time.

### ADA Minivan

The ADA Minivans were ordered before Christmas. We have been notified that they will be delivered within the next couple of weeks pending weather problems. These vehicles will be assigned specifically for trips where only a few people are transported at once.

No action is required by the 10-15 Transit Board.

### Personnel Reorganization and Expansion

Pam provided an update to the Board on this project.

## **PREVIEW OF PUBLIC HEARING**

Pam noted that in March, we will be holding two public hearing. The first public hearing will deal with our Consolidated Grant Application for FY 2009. The notice has been sent to the newspaper for publication and to Iowa DOT as required. A copy of the notice was reviewed with the Board.

In March, we will also be holding a public hearing on the Plan, Specifications, and Form of Contract on the Building Expansion. This public hearing will be an opportunity to receive any comments and objections. The timeline presented last month will be followed.

Pam was directed to send a letter to each county requesting the \$3,500 be included in next year's budget. She apologized for the lateness.

No action was recommended at this time.

**PROGRESSIVE MAINTENANCE REPORT**

There were no questions on the December report.

**OTHER BUSINESS**

**NEXT MEETING**

The next meeting was schedule for Thursday, March 27, 2008 at 10:15 a. m. at 2417 S. Emma.

**ADJOURNMENT** With no further business to conduct, the meeting was adjourned at 11:05 a. m.

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Don Greenlee, Chairman

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Cathy Reece, Vice Chairman

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Ernie Greiner, Secretary