

**10-15 TRANSIT BOARD  
MINUTES  
March 26, 2009**

**Present:** Jody McDanel                      Lawrence Rouw                      Don Greenlee  
Ernie Greiner                              Lee Dimmitt  
Janet Fife- LaFrenz                      Dennis Smith                      Bill Randolph  
Dale Taylor                                Greg Kenning

**Absent:** Michael Beary

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

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

**MINUTES** The minutes from the meeting of February 26, 2009 were presented. Following review, Greiner moved and Fife-LaFrenz seconded a motion to approve the minutes as presented. Motion carried.

**EXPENSES**

Expenses for the Month of February were presented in the amount of \$29,554.82.

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

**REVENUE/EXPENSE REPORT**

Pam presented the reports February for 10-15 and Lee County accounts.

Pam noted that Lee County revenue was up \$23,854 from a year ago. Expenses are up \$15,942. The biggest increases are wages, bus repairs and fuel.

Pam noted that 10-15 revenue was up \$179,122 from a year ago. Expenses are up \$19,819. The biggest increases are wages and bus repairs and fuel declined somewhat.

Greiner asked if Pam had any concerns about finishing on budget. Pam stated that the revenues should fully cover the expenses. She also noted that some expenses will soon be transferred to New Freedom and Coordination funding.

No action was taken.

**RIDERSHIP REPORT**

Pam noted that there were 23,604 rides provided in February compared to 19,609 in February last year. Mileage was up about 11,300 miles, and hours were up about 37 hours.

Pam noted that when ridership raises this significantly, but hours have a lower increase, this is a sign of higher efficiency – more passengers in fewer hours.

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

**STATUS REPORT**

Drivers and Cleaners

There have been no changes in personnel since last meeting.

Buses

The Iowa DOT Commission has approved the following projects for Transit:

1. 9 City Buses funded by State-wide Stimulus funding.
2. 6 10-15 Transit Buses funded by State-wide Stimulus funding.
3. 3 OTA LIFT minivans funded by Local Stimulus funding.

We have been given authority to pre-purchase these vehicles prior to being awarded the official contracts, however, there is a risk that should the buses be delivered before the contracts are signed, we would be locally liable for covering those costs. The following language was inserted in the Iowa DOT's e-mail:

"All the stimulus projects have advanced authority to incur cost. What this means is that Ten-Fifteen can order the buses anytime, but we can't reimburse Ten-Fifteen until the buses are delivered to you and we have a signed contract with Ten-Fifteen which will happen after grant approval by FTA, followed by issuance of contracts by our office. **The risk would be that if the Iowa DOT does not have a signed contract with Ten-Fifteen at the time the buses are delivered; Ten-Fifteen will need to pay the vendor from its own funds.** Peter estimated that it may take 3-4 months for FTA's grant approval and the subsequent issuance of the agreements by our office.

In addition, a chart has been provided to transit systems throughout the State listing vehicles that may be eligible for additional State-wide federal capital operating assistance. It appears that at least 12 10-15 Transit Buses that may be considered from these additional federal capital funds. We are working with Iowa DOT to make sure that we have the accurate information that can be reflected in our planning and grant documents.

Greiner moved and Dimmitt seconded a motion to proceed after Iowa DOT concurrence is in place. Motion carried.

#### Construction Wrap-Up

Grooms have sent a crew out to level out the drainage ditch area to the North of the addition. This area was disturbed during construction. At this writing, the dirt has been smoothed, and drainage tubing is being readied for burial. This will take water off the roof of the building and direct it down to the ditch where it will be carried away from the site. Upon completion, seeding will occur and the project will be complete.

No action is needed at this time.

#### Medical Transportation Billing

After an extensive amount of work and exchanging e-mails with Iowa Medicaid Enterprises (IME), the rates for medical transportation have been established at \$50.00 (round trip) for any medical trips provided within the 11-county service area. For any medical trips provided outside the 11-county service area are provided at a rate of \$1.75/mile. The miles are established by Google Map calculations. An update on payments will be provided at the meeting.

The staff recommends that the Board officially adopt this rate structure.

Greiner moved and Smith seconded motion to approve the staff recommendation. Motion carried.

### **PUBLIC HEARING ON FY 2010 CONSOLIDATED GRANT APPLICATION**

This is the time, date, and place set for a public hearing on the Consolidated Grant Application for FY 2010.

Greiner moved and McDanel seconded a motion to open the public hearing. Motion carried.

Pam reviewed the list of projects as published in the Courier and reviewed for the Board's input. The notification of this public hearing has been published in a newspaper of general circulation through the service area. In addition, the projects have been listed in the Public Transportation Development Plan and Policies Committee will be reviewing the application in the draft format. Notice has also been provided by Iowa DOT and the public notice has been posted on the Iowa DOT website.

Notice is hereby given that a public hearing will be held by the Ten-Fifteen Regional Transit Agency in the Conference Room, HazMat Building, Ottumwa, IA 52501 at 10:15 a. m. on Thursday, March 26, 2009. The purpose of the hearing is to discuss the application from the 10-15 Transit to the Iowa Department of Transportation for financial assistance as follows:

10-15 Transit will request state transit assistance and federal transit assistance amounting to approximately \$338,797 and \$526,195 respectively, to support the day-to-day transit operations. The total day-to-day transit operating costs are projected to be \$1,694,815.

10-15 Transit will also request capital funds from the Surface Transportation Program in the amount of \$118,000. These funds will be used to replace two light duty vehicles. If approved, these federal funds will be matched with local dollars on an 80% federal -- 20% local basis.

10-15 Transit will also request operating funds in the amount of \$45,124 from federal New Freedom money to expand hours of service. If approved, these funds will be matched with local dollars on a 50% federal -- 50% local basis.

These projects will not have a significant detrimental environmental effect on the area and no person or business will be displaced by these activities. The projects are in conformance with the Transportation Improvement Plan prepared by the Area XV Regional Planning Commission and Chariton Valley Planning Affiliation.

Any interested person or agency is invited to attend this hearing and speak for or against this application for funding. Written comments will be accepted at the above address through the date and time of the hearing specified above. For additional information, contact Pam Ward at 641-683-0695 during office hours.

Pam reported that no comments or objections to the grant application were received prior to the public hearing.

The Chairman requested comments at this time that will be reflected in the minutes to be included in the Consolidated Grant Application.

Fife-LaFrenz noted that she would like to see the public hearing notice published in a Lee County newspaper and perhaps one or two others in the service area to assure full notice to the public.

Greiner asked if there had been any informal concerns expressed. Pam stated no comments had been received positive or negative.

Greiner moved and Rouw seconded a motion that the public hearing be closed. Motion carried.

The staff recommended that the Board authorize the Chairman to sign the consolidated grant application forms as needed and further authorize the staff to finalize the consolidated grant application and submit to Iowa DOT on behalf of the Board.

Greiner moved and Dimmitt seconded motion to approve the staff recommendation. Motion carried.

#### **AGREEMENT WITH IOWA DOT**

Iowa DOT has offered an agreement to 10-15 Transit for the purchase of one bus. This bus will replace Bus 016. The funding source originally was Surface Transportation Program funds that have been transferred to Federal Transit Administration.

The agreement is in the amount of \$47,200 and will pay for 80% of the bus ordered.

The staff recommended that the Board authorize the Chairman to sign the agreement.

McDanel moved and Randolph seconded motion to approve the staff recommendation. Motion carried.

#### **PROGRESSIVE MAINTENANCE REPORT**

There were no questions on the February report.

#### **NEXT MEETING**

The next meeting was schedule for Thursday, April 30, 2009 at 10:15 a. m. at the Transit Conference Room.

**ADJOURNMENT** With no further business to conduct, the meeting was adjourned at 10:55 am.

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Don Greenlee, Chairman

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Michael Beary, Vice Chairman

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Ernie Greiner, Secretary