

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 19th day of January, 2021 at 4:01 p.m. via Webex Meetings. Commissioner Miller presided with the following present:

Commissioners:	1. Dave Kleis	(arrival 4:04 p.m.)
	2. Rick Miller	
	3. Ryan Fitzthum	
	4. Kurt Hunstiger	
	5. John Libert	
Chief Executive Officer:	Ryan Daniel	
Chief Administration Officer:	Sunny Hesse	
Chief Operations Officer:	Dave Green	
Finance Consultant:	Paula Mastey	

Additions or Changes to the Agenda: Item #12 under General Business was updated and changed to Consideration of Teamsters Collective Bargaining Agreement. The closed session meeting regarding Labor Negotiations that was set to follow the Board of Commissioners Meeting at 4:30 p.m. has been cancelled. **Commissioner Hunstiger moved and Commissioner Fitzthum seconded a motion to approve the Agenda as amended. Motion carried.**

Consent Agenda:

- 5.) Minutes of December 15, 2020 Regular Meeting
 - 6.) October, November, December 2020 Budget Statement and Bank Reconciliation
 - 7.) October, November, December 2020 List of Bills
 - 8.) December 2020 Ridership Reports for Fixed Route, Dial-a-Ride, and Northstar Link
- Commissioner Libert moved and Commissioner Hunstiger seconded a motion to approve the Consent Agenda. Motion carried.**

Open Forum: No one spoke.

General Business.

9.) Presentation by BerganKDV of F.Y. 2020 Preliminary Audited Financial Statements. Steve Wischmann reported that Metro Bus was issued an unmodified opinion from the Auditors. There were no compliance issues or material weaknesses found, but there were internal control issues relating to the lack of segregation of accounting duties and preparation of financial statements. This is nothing unusual or new. There were no legal compliance findings. Mr. Wischmann presented information regarding the financials including inventory, revenues, expenses, equity, capital assets, liabilities, and state and federal grants. **Commissioner Libert moved and Commissioner Hunstiger seconded a motion to approve the F.Y. 2020 Preliminary Audited Financial Statements. Motion carried.**

10.) Consideration of Final F.Y. 2021 Program of Projects. Paula Mastey brought forward the final Program of Projects to the Board after the public comment period had closed. There were no public comments on the Program. **Commissioner Miller moved and Commissioner Libert seconded a motion to approve the F.Y.2021 Program of Projects. Motion carried.**

11.) Consideration of Metro Bus Procurement Policy Manual Revisions. Gary Korneck informed the Commissioners that Metro Bus was updating their procurement policy to better reflect federal guidelines. Mr. Korneck noted that micro, small, and formal purchase thresholds reflect the changes made to the policy. **Commissioner Libert moved and Commissioner Hunstiger seconded a motion to approve the Metro Bus Procurement Policy Manual Revisions. Motion carried.**

12.) Consideration of Teamsters Collective Bargaining Agreement. Sunny Hesse informed the Commissioners that Metro Bus had reached a tentative agreement with the union employees. Ms. Hesse noted that over the span of the contract that Metro Bus union employees would receive a 2% wage

increase for 2020, with back pay, dating back to October, 1 2020. Ms. Hesse added that there would be another 2% general wage increase on October, 1 2021 and a wage reopener on October 1, 2022.

Commissioner Miller moved and Commissioner Libert seconded a motion to approve the Teamsters Collective Bargaining Agreement. Motion carried.

13.) COVID-19 Update. Ryan Daniel informed the Commissioners that Metro Bus was in the process of procuring more masks to provide riders on all buses as well as those who are at the Transit Center. Mr. Daniel also informed the Commissioners that Metro Bus is near completion on the installation of the operator safety shields across the entire fleet. **No Motion.**

Adjournment. **Commissioner Hunstiger moved and Commissioner Miller seconded a motion to adjourn the meeting at 4:34 p.m. Motion carried.**