

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 16<sup>th</sup> day of August, 2022 at 4:00 p.m. at the Metro Bus Operations Center. Commissioner Kleis presided with the following present:

Commissioners:	1. Dave Kleis
	2. Rick Miller
	3. Jeff Kolb
	4. Kurt Hunstiger
	5. John Libert
Chief Executive Officer:	Ryan Daniel
Chief Administration Officer:	Sunny Hesse
Chief Operations Officer:	Dave Green
Director of Finance:	Paula Mastey

Additions or Changes to the Agenda: **Commissioner Hunstiger moved and Commissioner Libert seconded a motion to approve the Agenda as presented. Motion carried.**

Consent Agenda:

- 5.) Minutes of July 19, 2022 Regular Meeting
- 6.) July 2022 Balance Sheet and Income Statement
- 7.) July 2022 List of Bills

8.) July 2022 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.) Recognition of David Peacock: National Rodeo Placement. No Motion.

10.) Recognition of Pete Mugg: State Rodeo Placement. No Motion.

11.) Recognition of Pete Mugg: 45 Years of Service. No Motion.

12.) Recognition of Steve Williams: 30 Years of Service. No Motion.

13.) Recognition of Marie Richardson: 25 Years of Service. No Motion

14.) Consideration of Personnel Policy Revisions: Chapters 1, 2, 3, 5, 6, 7,

8, 10, 12, 13, 16. Sunny Hesse presented the Commissioners with several Personnel Policy Revisions.

Ms. Hesse noted that while there were no major changes to any of the policies presented, there were several clarifications to language within the policies. **Commissioner Miller moved and Commissioner Libert seconded a motion to approve Personnel Policy Revisions: Chapters 1, 2, 3, 5, 6, 7, 8, 10, 12, 13, 16. Motion carried.**

15.) Ratification of Teamsters CBA – FY2023 Wage Reopener. Sunny Hesse noted that there was a tentative agreement reached on August 4, 2022. The only revisions to the contract pertain to wage reopeners for the final year of the contract in 2023. Ms. Hesse noted that this will be the final year of the 3-year agreement. **Commissioner Libert moved and Commissioner Hunstiger seconded a motion to approve Ratification of Teamsters CBA – FY2023 Wage Reopener. Motion carried.**

16.) Consideration of 2023 Budget Proposal and Tax Levy. Paula Mastey informed the Commissioners that there is an estimated 3.34% tax levy increase in 2023. Ms. Mastey noted the increase was due to cost of living adjustments (COLA) as well as future funds set aside for fiscal year 2026 capital.

**Commissioner Miller moved and Commissioner Kolb seconded a motion to approve Consideration of 2023 Budget Proposal and Tax Levy. Motion carried.**

17.) Resolution #2022-08 Setting Preliminary Levy on Taxable Property in Transit Area. Paula Mastey noted that there was a minimal increase to the preliminary levy increase in 2023 compared to 2022. Ms. Mastey noted that the final resolution needs to be approved by October 1, 2022, which is the start of the fiscal year for Metro Bus. **Commissioner Miller moved and Commissioner Hunstiger seconded a motion to approve Resolution #2022-08 Setting Preliminary Levy on Taxable Property in Transit Area. Motion carried.**

18.) Consideration of Credit Card Policy. Paula Mastey informed the Commissioners that Metro Bus currently does not have a credit card policy. The new policy is to help ensure all users of Metro Bus credit cards are using them in a fair and consistent manner regarding all purchases. **Commissioner Kolb moved and Commissioner Miller seconded a motion to approve Consideration of Credit Card Policy. Motion carried.**

19.) Consideration of Travel Policy. Paula Mastey noted that Metro Bus did not have a travel policy prior to this. Ms. Mastey noted the reason for the policy is to fairly cover all departments and their travel requirements and obligations. **Commissioner Hunstiger moved and Commissioner Miller seconded a motion to approve Consideration of Travel Policy. Motion carried.**

#### Department Updates.

Maintenance Update. Mike Reid informed the Commissioners that to date, the Maintenance Department was fully staffed at all positions. Mr. Reid noted that Metro Bus has made significant improvements to the fuelers' working area, with the addition of a new high powered vacuum, heat lamps at the CNG fuel pumps, as well as updates to the Fuel Master Computer System. Mr. Reid also added that Metro Bus was in the process of adding new high speed fuel bay doors and a weather awning at the CNG fueling station. Along with these improvements, Metro Bus is also looking to upgrade the CNG compressor currently being used.

Adjournment. **Commissioner Kolb moved and Commissioner Libert seconded a motion to adjourn the meeting at 4:27 p.m. Motion carried.**