

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 20th day of September 2022 at 4:02 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 Miller seconded a motion to approve the Agenda as presented. Motion carried.

Consent Agenda:

5.) Minutes of August 16, 2022 Regular Meeting

6.) August 2022 Balance Sheet and Income Statement

7.) August 2022 List of Bills

8.) August 2022 Ridership Reports for Fixed Route, Dial-a-Ride, and Northstar Link

Commissioner Miller moved and Commissioner Kolb seconded a motion to approve the Consent Agenda. Motion carried.

Open Forum: No one spoke

General Business.

9.) Consideration of FY2023 Final Operating Budget and 5 Year CIP. Paula Mastey noted that there were no changes from the preliminary operating budget and 5-year CIP that were presented in August.

Commissioner Miller moved and Commissioner Libert seconded a motion to approve FY2023 Final Operating Budget and 5 Year CIP. Motion carried.

10.) Resolution #2022-09 Setting Final Tax Levy on All Taxable Property in the Transit Area. Paula Mastey notified the Board that there were no changes made from the preliminary budget that was presented in August. **Commissioner Hunstiger moved and Commissioner Kolb seconded a motion to approve Resolution #2022-09 Setting Final Tax Levy on All Taxable Property in the Transit Area. Motion carried.**

11.) Ratification of AFSCME CBA – FY2023 Wage Reopener. Sunny Hesse informed the Commissioners the AFSCME and Metro Bus met in late August and early September and were able to reach an agreement on a 9% wage increase. Ms. Hesse noted that the 9% increase was consistent with all Metro Bus increases organization wide. **Commissioner Miller moved and Commissioner Kolb seconded a motion to approve Ratification of AFSCME CBA – FY2023 Wage Reopener. Motion carried.**

12.) Consideration of Personnel Policy Revisions: Chapters 6, 9, 15, 18. Sunny Hesse noted that the policy revisions were being addressed and updated for clarification and accuracy to language within the policies. **Commissioner Kolb moved and Commissioner Libert seconded a motion to approve Personnel Policy Revisions: Chapters 6, 9, 15, 18. Motion carried.**

13.) Consideration of Comprehensive Operational Analysis & Service Design Study/Long Range Transit Plan (LRTP). Dave Green informed the Commissioners that the last time Metro Bus updated its long-range plan was back in 2016. Mr. Green noted that Metro Bus has entered into a contract with Nelson Nygaard for \$283,545 to assist with update the long-range plan. **Commissioner Libert moved and Commissioner Miller seconded a motion to approve Comprehensive Operational Analysis & Service Design Study/Long Range Transit Plan (LRTP). Motion carried.**

14.) Consideration of Acceptable Use of Technology Policy Update. Steve Williams noted that this was a policy update on clarification and language due to Metro Bus recently adding multi-factor authentication to help further secure Metro Bus's email system. **Commissioner Hunstiger moved and Commissioner Libert seconded a motion to approve Acceptable Use of Technology Policy Update Motion carried.**

Department Updates.

15.) IT Update. Steve Williams noted that Metro Bus has recently updated two computer serves as well as most of their door access panels. Mr. Williams also noted that Metro Bus was experiencing some supply chain issues when it comes to procuring need parts and supplies. Mr. Williams added that Metro Bus will be looking to add a few more computer servers in the near future as the are able to procure them, He also noted that Metro bus was currently looking to update their firewall protection, as well as udate their email system to Mirco Soft Office 365.

Adjournment. **Commissioner Miller moved and Commissioner Libert seconded a motion to adjourn the meeting at 4:17 p.m. Motion carried.**