

A regular meeting of the St. Cloud Metropolitan Transit Commission was held on the 21st day of November 2023 at 4:05 p.m. at the Metro Bus Operations Center. Commissioner Miller presided with the following present:

Commissioners:	1. Dave Kleis	(Absent)
	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	
Director of Finance:	Paula Mastey	

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

Consent Agenda:

5.) Minutes of October 17, 2023, Regular Meeting

6.) September 2023 List of Bills

7.) October 2023 List of Bills

8.) October 2023 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.) Consideration of FY2024 Proposed Program of Projects. Paula Mastey notified the Commissioners that there were no changes from the FY2024 CIP and Budget. Ms. Mastey also stated that there would be an open comment period that would run through December 31, 2023, for anyone from the public.

Commissioner Hunstiger moved, and Commissioner Fitzthum seconded a motion to approve Consideration of FY2024 Proposed Program of Projects. Motion carried.

10.) Consideration of Revised Travel Policy and Revised Cell Phone Policy. Paula Mastey stated that the changes to the Travel Policy were regarding changes made at the state and federal level. Ms. Mastey noted that under the new travel policy, travel would need to be approved by the Commissioners beforehand and that travel would be funded at the local share percentage. Ms. Mastey also informed the Commissioners that the language in the Cell Phone Policy was revised to reflect the cell phone allowance provided by Metro Bus. **Commissioner Fitzthum moved, and Commissioner Hunstiger seconded a motion to approve Consideration of Revised Travel Policy and Revised Cell Phone Policy. Motion carried.**

11.) Ratification of AFSCME Collective Bargaining Agreement 2023 – 2026. Sunny Hesse noted that Metro Bus and the AFSCME Union Street Supervisors reached an agreement on October 29, 2023, on a new 3-year contract. Ms. Hesse informed the Commissioners that the Street Supervisors agreed to a cost-of-living adjustment of 5%, 2%, and 2% annually over the life of the contract as well as the addition of Trainers Pay and revised holiday schedule including Juneteenth and a half day Christmas Eve Holiday. The new contract would be backdated and go into effect October 1, 2023. **Commissioner Fitzthum moved, and Commissioner Libert seconded a motion to approve Ratification of AFSCME Collective Bargaining Agreement 2023 - 2026. Motion carried.**

12.) Consideration of HR Policy Update – Chapter 8 Holidays. Sunny Hesse noted that the update to the Holiday Policy was to include the Juneteenth Holiday as well as match the current language of the new AFSCME CBA(Collective Bargaining Agreement) regarding the half day Christmas Eve Holiday. **Commissioner Hunstiger moved, and Commissioner Libert seconded a motion to approve Consideration of HR Policy Update – Chapter 8 Holidays. Motion carried.**

13.) Consideration of HR Policy Update – Chapter 9 Leaves of Absence, 9.1 Sick Leave. Sunny Hesse informed the Commissioners that the language that was updated in the policy was regarding the changes made at the state level back in January 2023 pertaining to Minnesota Safe and Sick Leave. **Commissioner Hunstiger moved, and Commissioner Libert seconded a motion to approve Consideration of HR Policy Update – Chapter 9 Leaves of Absence, 9.1 Sick Leave. Motion carried.**

Department Update.

14.) Marketing & Communications Update. Nate Ramacher notified the Commissioners that Metro Bus is currently investing a lot of its time and effort on recruitment advertising. Mr. Ramacher noted that in the last year Metro Bus ran recruitment ads at St. Cloud ROX home games, Marcus Parkwood 18 Movie Theaters, as well as the local radio station Wild Country-99. Mr. Ramacher stated that next month Metro Bus would be putting on their annual Jolley Trolley Food Drive with stops at Coborn's on Cooper Avenue, Lunds & Byerly's on Division Street, and Coborn's in Sauk Rapids. The Jolley Trolley Food Drive would take place between December 12th – 14th.

Adjournment. **Commissioner Miller adjourned the meeting at 4:22 p.m. Motion carried.**