

Regional Transit Authority Board Meeting Minutes

Wednesday, October 7, 2009

9:30 am

RTA Board Members

Delaware County Supervisors

Shirley Helmrichs
RTA Secretary/Treasurer

Jeff Madlom

Jerry Ries

Dubuque County Supervisors

Wayne Demmer
RTA Vice-Chair

Eric Manternach

Donna Smith

Jackson County Supervisors

Steve Flynn

Larry "Buck" Koos
RTA Chair

Jack Willey

Others Present: **No others were present.**

ECIA Staff:

Mark Munson
RTA Director

Kelley Deutmeyer
ECIA Executive Director

Lisa Weinhold
ECIA Finance Director

Gail Kuhle
Support Services Manager

Bridget Bartlett
Mobility Coordinator

A quorum was present.

Call to Order

The Regional Transit Authority (RTA) Board meeting was called to order by the RTA Chair, Larry Koos, at 9:35 a.m.

Approval of the Agenda

Motion by Demmer, second by Flynn to approve the October 7, 2009 Regional Transit Authority (RTA) Agenda. The motion passed unanimously.

Review/Approve the minutes for the Wednesday, May 6, 2009 and Wednesday, June 3, 2009 RTA Board meetings

Motion by Madlom, second by Manternach to approve the RTA Board minutes for Wednesday, May 6, 2009 and Wednesday, June 3, 2009. The motion passed unanimously.

Review/Approve Financials

Munson presented the RTA financials for July 1, 2008-June 30, 2009. He noted the ending balance for June 30, 2009 showed a deficit of \$13,110, with a year to date ending balance of \$9,463. Munson indicated that the deficit was a result of the state converting the JARC funding from an ongoing funding source to an annual grant process. When the conversion of funding happened on September 30, 2009, the State rescinded on approximately \$17,000 of funds that had been budgeted for expenses. Munson indicated that on October 1, 2009 when he applied for the second round of JARC funding he applied for extra funding to compensate for the loss of \$17,000.

Discussion followed.

Munson noted that there were no other unusual revenue or expenditures.

Motion by Demmer, second by Willey to approve the financials for July 1, 2008 thru June 30, 2009. The motion passed unanimously.

Review and Approve Invoices and Bills from 5/26/09 through 9/25/09

Weinhold reviewed the invoices and bills from 5/26/09 through 9/25/09. She highlighted the numerous charges for the ROADEO, reporting that those expenditures were reimbursed through IPTA. She then highlighted the August 2009 cash disbursement for \$110,156.20 and \$165,234 to Thomas Bus Sales for the purchase of five new buses. Munson noted that the numerous start-up purchases such as signage and radios for the new buses. Weinhold reported that there was one unusual expense in August 2009 for \$425 to Peyton Properties for snow removal. Munson reported that Peyton just forgot to bill the RTA for the last bill for snow removal.

Munson reported that there were no other unusual expenditures for June, July August or September 2009.

Motion by Willey, second by Helmrichs to approve the invoices and bills from 5/26/09 through 9/25/09. The motion passed unanimously.

Review/Approve the Management contract between ECIA and the RTA

Munson presented the Management contract between ECIA and the RTA. He stated that the only changed in the contract from last year that he would be presenting to the Board was converting the agreement form a one year contract to a three year contract.

Smith recommended that under **8.0 Insurance and Indemnification, Section 8.2** that ECIA's specific insurance coverage be listed.

Discussion followed.

Motion by Demmer, second by Madlom to approve the Management contract between ECIA and the RTA with the recommended changes. The motion passed unanimously.

Review/Approve a resolution authorizing the distribution of New Freedom funds

Munson stated the Maquoketa Hospital is closing their Dialysis Department and the dialysis patients will need to come to Dubuque for treatment. Therefore, Munson requested that the Board approve using \$16,000 of New Freedoms funding for a potential new route transporting dialysis patient three times a week from Maquoketa to Dubuque.

Motion by Smith, second by Flynn to approve a resolution authorizing the distribution of \$16,000 of New Freedoms to be used for the potential Maquoketa to Dubuque Dialysis route. The motion passed unanimously.

Other Business

Introduction of Bridget Bartlett, Mobility Coordinator

Munson introduced the new Mobility Coordinator, Bridget Bartlett.

Bartlett said that she has been working with Linda McDonald from Scenic Valley AAA on coordinating special trips with the RTA for seniors to such places as the Kennedy Mall and the Arboretum. It was suggested that she look at the possibility of coordinating services in Jackson County with the Maquoketa Ohnward Center by providing rides to the center for special events.

She stated that she is also working on the Passenger Transportation Plan PTP and has meetings set up in four counties with Hunan Service groups and the general public to discuss gaps and needs within the Transit systems.

Smith questioned the continuation of the NICC route. Munson stated that the NICC route will continue but at a reduced schedule. He indicated the ICAAP grant which funded the NICC route has been exhausted; therefore the schedule has been reduced from every 30 minutes from 7am to 5 pm to one morning, one mid-day and one evening route. He indicated that he has spoken with NICC regarding the reduction in service and they initially thought that they could help fund the route, but at this time they do not have extra funding.

Bartlett continued with providing information on potential new routes and brochures.

Smith requested that she review the idea of fixed routes within the smaller communities.

November meeting

Munson noted that the next RTA Board meeting will be moved to Thursday, November 12, beginning at 9 am. The meeting was moved due to the Auditors attending to give the RTA yearly report.

RTA Landscaping

It was requested that the hillside and the retention basin be placed on the next agenda for discussion.

Adjournment

A motion by Demmer, second by Willey to adjourn. The Regional Transit Authority meeting was adjourned at 10:32 a.m. The motion passed unanimously.

Respectfully submitted by,

Mark Munson
Director of Transit Operations