

GREAT FALLS TRANSIT DISTRICT BOARD MEETING MINUTES January 26, 2011

1. CALL TO ORDER

The Great Falls Transit District Board meeting was called to order at 7:00 p.m., January 26, 2011, in the Conference Room at the Transit Facility at 3905 North Star Boulevard, Great Falls, Montana.

2. ROLL CALL AND ATTENDANCE

Members Present:

Carl Donovan, Chairman
Ann Marie Meade, Vice Chair
Sally Macmillan
Marion Smith
Ken Johnson

Others Present:

Jim Helgeson, General Manager
Sylvester Barros, Operations Manager
Nadine Hanning, Finance Manager
Cathy Bresson, Administrative Asst.

3. ADDITIONS TO AGENDA

- Management revised Procurement Manual & would like to present it to the Board for approval. This approval will be conducted in Unfinished Business.

4. MINUTES OF BOARD MEETING – December 22, 2010

Mr. Carl Donovan, Board Chair, asked for any corrections to the December 22, 2010 Board Meeting minutes. No corrections were noted. The December 22, 2010 minutes stand as approved.

5. MANAGER'S REPORTS

a. Summary of System Status

- Mr. Helgeson attended a meeting on the Smelter Avenue in Black Eagle. Smelter Ave. will be totally reconstructed. It will be closed for approximately one year. Transit will start planning now for a new route through Black Eagle during the construction.
- The MTA introduced House Bill 252 to the Legislature to eliminate the indirect costs from the Federal Loan Programs and there will be a hearing on this.
- There was an article in today's newspaper regarding the Planning Board. At the Planning Board meeting they were approving the Metropolitan Planning Organization's Recommendations to change and amend the TIP which had some bus money that we were given from the Montana Department of Transportation. There were some questions regarding how big the bus is and what the carbon footprint is. I straightened all that out with them today. Our new buses and the 2010 buses have less carbon and nitric oxide emissions than the standard automobile. We will be ordering the smaller 30' buses.

- b. Performance Indicators
- c. Ridership Reports
- d. Financial Reports
- Nadine Hanning presented the reports.

6. CHECK REGISTER

The December 18, 2010 through January 19, 2011 check register was presented for approval. Chair Carl Donovan called for a motion to approve. Ms. Ann Marie Meade moved/ Ms. Sally Macmillan seconded. Motion passed.

7. COMMITTEE REPORTS

a. Technical Advisory Committee of the MPO (TAC)

- The TAC did meet and did some administrative amendments to the TIP. One being the bus money from the state, which was put into the TIP that the Planning Board approved.

b. Policy Coordinating Committee (PCC) of the Great Falls Metropolitan Planning Organization.

- Did not meet.

c. Great Falls TAC

- The GFTAC met and prioritized the equipment requests from the Montana Department of Transportation. Quality Life Concepts is putting in for five 15 passenger vans, Easter Seals/Goodwill is putting in for one mini van, AWARE is putting in for one 15 Passenger van and GF Transit is putting in for \$50,000 of TransADE operating money for Paratransit. The legal notice will be in tomorrow's paper. The applications are due March 1st and we will have no problem meeting the deadline.

d. ADA Advisory Committee

- The next meeting will be March 3, 2011 at the GFT Transfer Center at 1:15 pm.

8. UNFINISHED BUSINESS

- a. Revised Procurement Manual** – The revisions to the Procurement Manual are attached to the minutes. Changes have been highlighted. Mr. Carl Donovan called for a motion to accept the changes made to the Procurement Manual. Ms. Sally Macmillan moved/ Mr. Ken Johnson seconded. Motion passed.

9. NEW BUSINESS

- a. Public Comment Process on Fare & Service Changes.** – While this policy has been in place for some time, we can find no paperwork of adoption by the Board of GFTD. FTA has requested the GFTD adopt the plan formally. Mr. Donovan asked for a motion to approve the Public Comment Process on Fare & Service Changes. Ms. Marion Smith moved/ Mr. Ken Johnson seconded. Motion passed.

10. PUBLIC COMMENTS

Mary Jo Mansfield thanked the Board and management for the Transit service. She asked if anyone on the Board or management had ridden the new Paratransit vans. She then told the Board and management about some of the problems with the new vans. There are problems with the ramps, excessive noise and the back seats are too high for most passengers. Management said they would look into these issues.

Shyla Patera also commented on the ramps in the paratransit vans. Shyla would like to see them made safer so no one slips and falls on them.

Shyla would like to encourage everyone to call their legislator to let them know how important Transit is.

Mike Witsoe said he is a very satisfied senior rider. Complimented the Fixed Route drivers. He would like to encourage the Mayor and City Counsel members to ride the South Central bus on 6th Avenue S. to see how rough it is. Mike gave some ideas on how to increase ridership. Some ideas would be a Park and Ride, ride the bus for a day, and summer rides for the children to the city pools. Mike commends management and the drivers for a great job and he enjoys riding the new buses.

11. DATE OF NEXT BOARD MEETING

Work Session – Tuesday, February 22, 2011 at 7:00 p.m.

Board Meeting –Wednesday February 23, 2011 at 7:00 p.m.

12. ADJOURNMENT

Adjourned at 7:32 p.m.

ATTEST:

Carl J. Donovan, Chairman