

DTA
Dakota Transit Association
Annual Membership Meeting, Board Minutes
Delta Marriott Hotel, Fargo, ND
September 20, 2021

CALL TO ORDER:

On September 20, 2021 the annual membership meeting was called to order by DTA President Adam Sharkey at 9:00am at the Delta Marriott Hotel in Fargo, ND.

ATTENDANCE:

Terry Hoffman
Kathy Holman
Brian Horinka
Erin Humphrey
Karrie Mikkelsen
Adam Sharkey

ABSENT:

Megan Gould

STAFF PRESENT:

Jacqueline Senger, Executive Director
Pat Hansen, Financial Record Keeper

WELCOME:

Jacque Senger, DTA Executive Director introduced Tim Mahoney, Mayor of Fargo and Julie Bommelman, Metro Area Transit Director. Tim and Julie welcomed us all to Fargo, ND.

APPROVAL OF AGENDA:

Ron Baumgart/Dale Bergman made a motion to accept the agenda: Motion carried.

ROLL CALL:

Karrie read roll call. During roll call colored ballots were handed out to transit agencies that were present. The blue ballots were for the ND election, yellow ballots were for the SD election, and the pink ballots were for the At-Large election. Members present were as follows:

SD DTA Members:

Brookings Area Transit Authority, Community Transit of Watertown-Sisseton, Inc., People's Transit, Prairie Hills Transit, River Cities Public Transit, Rural Office of Community Service, Inc. Transit, and Yankton Transit, Inc.

SD DTA Absent Members:

Aberdeen Ride Line, Rapid Transit System, Vermillion Public Transit, Sioux Area Metro (SAM)

ND DTA Members:

Cavalier County Transit, Cities Area Transit, City of Fargo MATBUS, Dickinson Public Transit, James River Transit, Kenmare Wheels & Meals, Inc., Minot City Transit, Pembina County Meals & Transportation, Souris Basin Transportation, South Central Adult Service Council, Southwest Public Transit, Walsh County Transportation, West River Transit, Wildrose Public Transit, and Williston Senior Center.

ND DTA Absent Members:

Benson County Transportation, Bis-Man Transit, Dickey County Transportation, Golden Valley/Billings County (G.V.B.) Council on Aging, Hazen Busing/City of Hazen, Kidder Emmons Senior Services, Nutrition United Inc., Senior Meals & Services, Standing Rock Public Transit, and Valley Senior Services.

APPROVAL OF BOARD MINUTES:

Pat Hansen/Julie Bommelman made a motion to accept the 2020 annual membership board minutes: Motion carried.

APPROVAL OF FINANCIAL REPORTS & BUDGET:

Questions have been asked as to why there isn't a yearly comparison and why the comparison is only through August. Pat explained to the membership that the reason is our fiscal year doesn't end until September 30 and it takes at least two weeks after the conference before all of the income/expenses are turned in. AT that time our fiscal year can be closed. A final financial statement is emailed to all of the membership every year when the fiscal year has ended and the books are closed.

The budget handed out to the membership had a 2019/2020 comparison and an actual year to date 2019/2020. The proposed budget 2020/2021 and the actual year to date 2020/2021 is not complete because we do not end the year until September 30. A check register for the year is also sent to the membership so they can see who the checks are written to. Ron Baumgart/Peter Smith made a motion to accept the financial reports: Motion carried. Carleen Schill/Carol Anderson made a motion to accept the 2021/2022 budget report: Motion carried.

PASS TRAINING:

Linda Freeman reported on PASS training. Linda gave a big thanks to the SD trainers from River Cities Public Transit and Tom Wanttie from Aberdeen Ride Line who trained two large classes. SD has several trainers. ND could use a couple more. Darrell Francis from Souris Basin Transportation, Rod Grafing from South Central Transit Network, and Linda are the only 3 trainers. Darrell and Linda are the only trainers on the west side of ND. If your agency is interested in having one of your staff or one of your drivers become a trainer please let Linda or the NDDOT know. PASS training is offered at CTAA every year. The PASS training and Defensive Driving books are new and much better than they used to be. DTA will buy the new Defensive Driving books. Linda has some new books on hand but can order more if needed. She can also have the books sent to your agency as long as you are doing your training through DTA. PASS training is one of DTA's revenue sources. For more information on PASS contact Linda Freeman at 701-848-6480 or email Linda at lindaafreeman1@gmail.com.

MEMBERSHIP DUES:

The board is considering raising the membership dues. Currently the dues are \$100 base fee and \$10 per vehicle with a cap of \$300. The membership dues have not been increased in approximately 14 years. The board is asking for guidance on this matter. There were several opinions stated by various members both for and against raising the dues. Some suggestions were raising the cap on the number of buses, increasing the registration fee for the conference in increments, and implementing a tier system. Everyone's suggestions, opinions, and ideas will be taken under advisement by the board while they make their decision in the upcoming year.

SURVEY MONKEY:

An online survey will be sent to all members for feedback and comments following the conference.

CTAA:

Expo 2021 Community Transportation Association of America will be November 7-11, 2021 in Richmond, VA.
Expo 2022 Community Transportation Association of America will be May 8-12, 2022 in Louisville, KY.

LOBBYIST FEES:

At the last SD transit providers meeting discussion was held on increasing lobbyist fees. Currently SD is getting \$5000 for lobbyist fees. SD transit providers asked for an increase of \$7500. ND would receive the same. Federal money cannot be used to pay for lobbyist fees. The vendor show is the primary source for lobbyist fees. The lobbyist fees have been \$5000 for several years. The lobbyists are a good investment in DTA and are needed to better our programs and monitor the bills that impact us. Darrell Francis/Brenda Schweitzer made a motion to increase the lobbyist fees by \$1500 making the total \$6500 per state: Motion carried.

VENDOR SHOW:

This year's vendor show will include Hors d' oeuvres and a Cash Bar. Thirty vendors will be in attendance this year. DTA greatly appreciates every single one of them. The vendors take time out of their day, they take time away from their families, and they take money out of their budgets to come to DTA. DTA encourages all of us to take our time and visit all of the vendor booths. The vendors are a big part of DTA and DTA is thankful for their sponsorships.

DOOR PRIZES:

Door prizes will be handed out at the vendor show this year and you must be present to win.

ROADEO WINNERS:

SD

- 1st Place; Bryce Lambert, River Cities Public Transit, Pierre
- 2nd Place; Wambli Meeter, River Cities Public Transit, Pierre
- 3rd Place; Dan Voight, Community Transit of Watertown/Sisseton, Inc., Watertown/Sisseton
- 4th Place; Doug Herr, Community Transit of Watertown/Sisseton, Inc., Watertown/Sisseton
- 5th Place; Dave Chipman, Prairie Hills Transit, Spearfish

ND:

- 1st Place; AJ Agard, Standing Rock Public Transit, Fort Yates
- 2nd Place; Terry Comeau, Standing Rock Public Transit, Fort Yates
- 3rd Place; Randy Ulmer, Dickinson Public Transit, Dickinson
- 4th Place; Kendall Meyers, Souris Basin Transportation, Minot
- 5th Place; Terry Condon, Standing Rock Public Transit, Fort Yates

A question was asked on whether or not scores would be available for the drivers to view. The board will look into this to see what can be done to get the drivers this information.

AWARD WINNERS:

- SD Agency of the Year; River Cities Public Transit, Pierre
- SD Friend of Transit; Watertown Area Community Foundation, Watertown
- SD Above and Beyond; Joe Malmassari, River Cities Public Transit, Pierre
- SD Outstanding Support Staff; Christopher Williams, Brookings Area Transit Authority, Brookings

SD Driver of the Year; Melody Musick, River Cities Public Transit, Pierre
ND Friend of Transit; NDDOT, Bismarck
ND Above and Beyond; Don Burke, South Central Transit Network, Valley City
ND Outstanding Support Staff; Erin Humphrey, Dickinson Public Transit, Dickinson
ND Driver of the Year; Dave Czywczynski, West River Transit, Bismarck

QUESTIONS & CONCERNS:

Discussion was held on the trade show coordinator position becoming an ex-officio on the board so that this position can have input in the decision making process and be included in the walkthrough of the conference hotel, the trade show floor, etc. It was brought to the membership's attention that this year's vendor show, with all of the booths, advertising, and sponsorships brought in over \$21,500. Nearly every big event was sponsored. The board informed the membership that the issue at hand had been discussed prior and this matter will be discussed with the trade show coordinator later in the conference.

BOARD ELECTIONS:

The board had a vacancy due to a resignation from SD and the board has filled that position with Megan Gould from Rapid Transit System, Rapid City, SD.

Board positions up for re-election are SD, ND, and the at-large position which can be filled by either state.

SD: Brenda Schweitzer/Gayle Kludt nominated Travis Bortnem from BATA. Ron Baumgart/Lisa Manning nominated Terry Hoffman from Community Transit of Watertown-Sisseton, Inc. Peter Smith/Gayle Kludt nominated Scott Finck from Rural Office of Community Service, Inc. Transit. Ron Baumgart/Gayle Kludt made a motion to cease nominations for SD: Motion carried.

ND: Pat Hansen/Carleen Schill nominated Brian Horinka, Minot City Transit. Carleen Schill/Pat Hansen made a motion to cease nominations for ND: Motion carried.

After nominations ceased, ballots were tallied and the results were as follows: Terry Hoffman and Brian Horinka were elected to the board.

At-Large: Ron Baumgart/Carleen Schill nominated Adam Sharkey, River Cities Public Transit. Brenda Schweitzer/Gayle Kludt nominated Travis Bortnem. Gayle Kludt/Shelly Baumgart made a motion to cease nomination: Motion carried:

After nominations ceased, ballots were tallied and the results were as follows: Adam Sharkey was elected to the board.

HOST CITY PRESENTATION:

Adam Sharkey presented Julie Bommelman and Jordan Smith with an appreciation plaque for all of their extra work that the City of Fargo MATBUS put into this year's DTA Conference & Roadeo.

Terry Hoffman/Brian Horinka made a motion to adjourn the meeting: Motion carried.

Respectfully submitted,

Karrie L. Mikkelsen
Secretary