

REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) JULY 17, 2012, 5:30 P.M.

In the Edward J. Kuntz Board Room of the Bloomington Transit Operating Facility, 130 W. Grimes Lane, Chairman McConn convened the regular meeting of the Board of Directors of the Bloomington Public Transportation Corporation.

ROLL CALL

Board Members present: Chairman McConn, Secretary Cartwright, Board Member Obermeyer, and Board Member Hasler. Also present were Lewis May, General Manager, Brenda Underwood, Human Resources/Marketing Administrator, Christa Browning, Controller, Ian Patton, Operations Manager, and member of the public Barbara McKinney, City of Bloomington Legal .

PETITIONS AND COMMUNICATIONS

There were no petitions and communications from the public.

MESSAGES FROM BOARD MEMBERS

There were no messages from Board Members.

MESSAGES FROM THE MANAGER

Mr. May noted that there are a contract addenda with Parson Brinckerhoff (PB) for consideration by the Board relative to the Downtown Passenger Transfer Facility. He said the first addendum is to the contract with Parsons Brinckerhoff, architect for the downtown transit facility, to incorporate language into our design/engineering contact that specifies the amount of total compensation for both the BPTC and City's portions of the project. The previous addendum did not state the total combined amount of contracted costs for both the City and BT elements of the project combined. Mr. May also noted a second addendum that the Board should consider is to the Interlocal Cooperation Agreement between the BPTC and the City relative to the construction and operation of the downtown facility. The addendum to the existing Interlocal agreement proposes new language whereby the City agrees to save and hold BPTC harmless from all of the City's share of the cost of the shared facility in the event of a disagreement between the City and PB. He also noted that BPTC will need a construction manager to oversee construction and the general contractor to ensure the project is built to specifications. The City has offered the services of Barry Collins who will be construction manager for the City's portion of the project. Mr. May recommended that we accept the City's proposal to use Mr. Collins as our construction manager to be compensated by BPTC to the City for his services. Chairman McConn suggested that the Board hold on approving the revised Interlocal until such time that they can see the qualifications and experience of the proposed City construction manager. Mr. May agreed to continue this matter until the next meeting at which time the Board can consider the qualifications and experience of the City's proposed construction manager. The Board agreed to continue action on Resolution 12-13 until the August 14th Board Meeting.

Mr. May discussed some of the more notable highlights to the preliminary 2013 Budget. He reviewed some of the significant elements of the budget including the budget being based on the current service levels as being operated in 2012; the replacement of two BT Access vans; the acquisition of automatic vehicle locator technology for all fixed route buses; a phase II revision to the new website to include compatibility with smartphones; replacement of one small bus; wage increases for collective bargaining unit employees in accordance with the 2013 collective bargaining agreement; increases to PERF in accordance with State PERF directives; a 5 percent budgeted increase in fuel costs; addition of new professional service items such as on/off planning study, new City interlocal cost increases for legal and ITS services, collective bargaining negotiation costs, and increased cellular phone costs for the automatic vehicle locator system technology. The budget as proposed is a balanced budget with revenue increases reflected in a number of revenue items to support budgeted cost increases. The budget proposes a 7.89 percent overall increase in expenses. He noted on the budget calendar July 24th is the City Council Budget Hearing. Final action on the budget will be taken by City in September.

Mr. May noted that on the agenda is the Personnel Policy and Employee Handbook revisions for the Boards review and consideration. He said periodically we review the Personnel Policy and Employee Handbook as policies need to be updated and revised. Ms. Underwood provided a brief summary of the most substantive changes proposed to the Personnel Policies. Those changes included prohibition of the use of any tobacco products while in BT vehicles, ensuring that lights remain on in BT revenue vehicles at any time passengers are on board, clarification of stop announcement requirements, inclusion of weapons policy as per new State law, updated substance abuse policy requirements, clarification of cell phone prohibitions, physician return to work documentation for PTO time, transfer policy updates, and several other more minor changes.

MESSAGES FROM THE CONTROLLER

Controller Browning gave an overview of the June Financial Report.

EXECUTIVE SESSION

An executive session was held to discuss matters as per Indiana Code 5-14-1.5-6.1(b)(6)(A).

EXECUTIVE SESSION CERTIFICATION

Chairman McConn, on behalf of the entire Board, certified that an executive session was held to discuss matters as per Indiana Code 5-14-1.5-6.1(b)(6)(A), and that no subject matter was discussed in the Executive Session other than the subject matter specified in the public notice.

MINUTES

The minutes for June 29, 2012 were presented for approval by Board Member Hasler and seconded by Board Member Obermeyer. The minutes were approved by all Board Members.

CLAIMS

The claims for July 17, 2012 were presented for approval by Board Member Hasler and seconded by Board Member Obermeyer. The claims were approved unanimously.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

Under New Business, Board Member Hasler moved to approve Resolution 12-14; a resolution approving an addendum to the agreement between the BPTC and Parsons Brinckerhoff for architectural design and engineering services for the downtown passenger transfer facility. The motion was seconded by Board Member Obermeyer. Resolution 12-14 was approved unanimously.

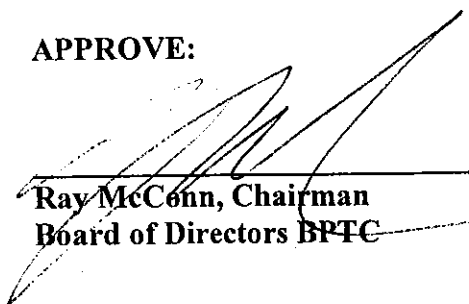
Also under New Business, Secretary Cartwright moved to approve Resolution 12-15; a resolution adopting revisions to the BPTC Personnel Policies and Employee Handbook. The motion was seconded by Board Member Obermeyer. Resolution 12-15 was approved unanimously.

Under New Business, Board Member Obermeyer moved to approve the 2013 Budget. The motion was seconded by Secretary Cartwright. The motion was approved unanimously.

Also under New Business, Board Member Obermeyer moved to deny employee grievance. Board Member Hasler seconded. The motion was approved by all Board Members.

ADJOURNMENT

APPROVE:


08-14-12
Ray McCann, Chairman
Board of Directors BPTC

ATTEST:


08-14-12
Alex B. Cartwright, Secretary
Board of Directors BPTC