

REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) DECEMBER 21, 2021, 5:30 P.M.

MINUTES

Chair Obermeyer convened the regular meeting of the Board of Directors of the Bloomington Public Transportation Corporation. The meeting was held with some members attending in-person and some via a virtual electronic means.

Join Zoom Meeting at the following link:

<http://us02web.zoom.us/j/84028964365?pwd=eEt0TUZtWkYzaHavUEZ3MDJrL2dEQT09>

Meeting ID: 840 2869 4365

Passcode: 352724

One Tap Mobile

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+1 312 626 6799 US (Chicago)

+1 669 9000 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

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ROLL CALL

Board Members and staff present: Chair Nancy Obermeyer, Board Member Marilyn Hartman, Secretary James McLary, and Board Member Doug Horn. Also present were John Connell, General Manager, Christa Browning, Controller, Zac Huneck, Planning and Special Projects Manager, and Brenda Underwood, Human Resource Administrator/Marketing Director.

Members of the Public: Boris Ladwig, Herald Times.

The following additional persons were also present via Zoom. Vice Chair, Kent McDaniel, Eli McCormick, Customer Service Manager/BT Access Manager and Andrew Coomer.

OLD BUSINESS

There was no old business.

MINUTES

The minutes for the November 16, 2021, meeting were presented for approval by Secretary Mclary and seconded by Board Member Horn. The board approved unanimously.

NEW BUSINESS-ACTION ITEMS

PUBLIC HEARING: A public hearing to receive public comment on Ordinance 21-04 which is an ordinance amending salary and wage rates of appointed officers and employees of the Bloomington Public Transportation Corporation, Monroe County, Indiana, for the year 2022.

Mr. Connell stated that the salary ordinance is done annually. It lists the range of pay rates up to the maximum pay rates for all the different positions within Bloomington Public Transportation. Mr. Connell noted that these are ranges and no one is at the maximum and no one will exceed that amount. Secretary Mclary noted that there has been some discussion about some kind of salary and position reviews on the agenda. Mr. Connell said when we get to project updates on the agenda he wants to talk about establishing some board subcommittees to address the salary survey and other future projects.

Board Member Horn made a motion to approve Ordinance 21-04; Board Member Hartman seconded it. The Board approved unanimously.

Board Member Hartman made a motion to approve Resolution 21-28; a resolution authorizing the use of revenues from vending machines in BPTC buildings for BPTC employee functions in 2022. Secretary Mclary seconded it. The board approved unanimously.

Mr. Connell discussed various fuel purchasing strategies. Discussion Ensued.

Vice Chair McDaniel made a motion to approve Resolution 21-29; a resolution authorizing the BPTC General Manager to purchase fuel through participation and commitment of the BPTC with Indiana University Campus Bus in a fixed price fuel purchase with the most responsive and responsible low bidder for up to 200,000 gallons of diesel fuel at a firm fixed price not to exceed \$2.50 per gallon for the period January 1, 2022 through December 31, 2022. The motion was seconded by Board Member Hartman. The Board approved unanimously.

Board member Horn made a motion to table Resolution 21-30; a resolution approving an Inter-local Cooperation Agreement between BPTC and Indiana University. Secretary Mclary seconded it. The Board approved unanimously.

Secretary Mclary made a motion to approve the 2022 BPTC Board Meeting Dates. Board Member Horn seconded it. The Board approved unanimously.

Mr. Connell stated FlixBus is becoming a widely recognized mobility provider. FlixBus started service in the United States in 2018 and has steadily grown their US network to connect stops across 35 states as of December 2021. The company recently acquired Greyhound and plans to offer service in Bloomington. FlixBus is requesting use of the BT terminal for passenger service. The agreement with FlixBus would provide one trip per day from Bloomington to Chicago. If the board is open to the idea, Mr. Connell, recommended an annual fee of \$30,000, consistent with the minimum fee outlined in the Miller Transportation contract. If the annual fee is acceptable to FlixBus, Mr. Connell said he will proceed with requesting FTA approval and have a contract prepared for the board's review and consideration at the January 2022, meeting. Board Member Horn wanted clarification if this does come to contract, that we would be using our professional group to help with the process. Mr. Connell stated yes we would use our professional group. He said he will proceed to notify FlixBus of the \$30,000 anticipated fee.

Mr. Connell stated Indiana Code requires that the Board annually elect a Chair and Secretary. Traditionally, you have also elected a Vice Chair and Treasurer. He said the Staff recommends that a Secretary Pro Tem also be designated as well. The secretary Pro tem position only comes into play when the Secretary is not available for Board document signatures. In addition, the Board needs to appoint a Board representative to serve on the MPO Policy Committee. Board Member Hartman made a motion to elect Secretary Mclary as Chair, Chair Obermeyer as secretary, Board Member Horn as Treasurer and Vice Chair McDaniel as Vice Chair. Board Member Horn seconded the motion. The Board voted to approve. Vice Chair McDaniel voted No and Chair Obermeyer voted no as well. Secretary Mclary made a motion to approve Board Member Horn as MPO Representative, Board Member Hartman seconded it. The Board voted to approve. Vice Chair McDaniel voted no. Chair Obermeyer voted no.

MANAGER AND STAFF REPORTS

Mr. Connell gave an overview of the WSP Alternative Fuel Infrastructure Study. He noted the fuel assessment study is underway and WSP has received all the documentation they have requested of us, building plans, vehicle rosters, and a variety of things that we have provided. He said they are in the modeling stage to do cost performance models for the three types of alternative fuels, compressed natural gas, battery electric and hydrogen fuel. Mr. Connell noted the WSP representatives will be on site January 6th. They will doing a site review and giving us a progress report.

Mr. Connell stated he wanted to discuss briefly some of the procurement issues we're experiencing. He said he had planned on having a resolution on this agenda for the purchase of two replacement access vehicles that we were budgeted for in the calendar year, 2021. He noted

we went to the state QPA only to find out that it has been suspended. Mr. Connell reached out to the sales rep from Midwest transit who had the contract for the state for those types of vehicles. He wasn't willing to accept an order, because there are no chassis available. Mr. Connell said he spoke to Alan out in the garage and he is experiencing issues getting parts in a timely manner. Some parts that normally take four days are taking four weeks to receive in now.

Mr. Connell said the other procurement issue we ran into was a service contract purchase order issued under a purchase agreement through the State Sheriff's Association for a vehicle, that vehicle was supposed to be delivered in May. He said after talking to the vendor, we couldn't even get a delivery date. Mr. Connell noted we cancelled the purchase order.

Mr. Connell stated we are continuing our effort to recruit employees. We are working with an advertising agency and we're 80% of the way there to launch our ad campaign. One spot is a radio ad featuring a jingle for driver recruitment. He said he would like to launch this the beginning of 2022. The Jingle was aired for the Board.

Planning and Special Projects Manager, Zac Huneck gave an update on the route two service improvement. Zac noted the recommendations to reconfigure the path of travel for Route 2 West were originally developed in early 2020 through BT's route optimization study. The changes were proposed to add recovery time and serve additional destinations. The proposed service changes were approved for August 2020 implementation, but were put on hold in April 2020 in response to the pandemic. Fall 2021 BT reintroduced discussions for implementing service changes on Route 2 West and invited public comment. One modification was proposed to the route reconfiguration to accommodate the newly constructed Union on Crescent Apartments. Zac noted this was one of the biggest concerns of the public. He said this final recommendation cuts out two areas. It cuts out the areas with the least ridership activity on the route which is the Tri-North middle school section on Blair Avenue. They still have access to a bus stop with less than a quarter of a mile. There is also a section on Morton Street with little ridership activity, they also have access to a bus stop with less than a quarter of a mile. Zac said another change is using 12th Street in the Crestmont neighborhood instead of 13th street. He said that came from the original design which works better with the flow of traffic. Secretary Mclary stated he was reading comments and concerns from the public stating they do not live on Route #2 but are deeply concerned that bus service is moving farther away from public housing. Zac noted they still have services, just not door to door. Secretary Mclary noted the current proposal looks like a good solution. Board Member Hartman made a motion to approve the new service proposal for Route #2 to be implemented by January 17th, 2022 and Secretary Mclary seconded it. The board approved unanimously.

Planning and Special Projects Manager, Zac Huneck stated that the weekly average ridership dropped a little in November due to students not riding the week of Thanksgiving. The average weekday ridership continues to be 50% of what it was prior to pandemic. November 2021 ridership is up 140% from November 2020.

Mr. Connell stated that next month we will complete the average weekday ridership table and moving forward he recommends tracking 2022 to 2021. He said unfortunately he thinks this is the new norm.

Zac stated the totals of fixed route provided 164000 trips in November which is a 140% increase over November 2020. BT Access provided 2154 trips, which is a 72% increase over November 2020.

Average weekday ridership per month since the pandemic began is shown in the table below:

	2019	2020	2021	% Change 2019-2021
January	12183	12487	2298	-81.14%
February	14740	16922	2893	-80.37%
March	12060	7798	3543	-70.62%
April	14081	1266	3436	-75.60%
May	5405	1399	2667	-50.66%
June	5051	1913	2516	-50.19%
July	4779	1990	2410	-49.57%
August	8213	2630	5720	-30.35%
September	17028	3627	9126	-46.41%
October	16672	3562	8694	-47.85%
November	14494	3039	7336	-49.38%
December	11656	2147		

MESSAGES FROM THE CONTROLLER

Controller Browning gave an overview of the November Financial Report as included in the board packet.

Controller Browning stated the BPTC 2020 audit has been completed. The audit was conducted by Crowe LLP, a subcontractor for Indiana State Board of Accounts. There were no findings or deficiencies. The final written Audit report has been delivered and a copy is available to anyone who requests one.

PERSONNEL REPORT

Brenda Underwood, Human Resource Administrator/Marketing Director gave an overview of the November Personnel Report. She stated we still need to hire 9 fixed route divers, a mechanic and 2 service attendants before we can become fully staffed. She said we will be starting new advertising efforts in January.

Brenda stated Stuff-A-Bus was very successful this year. She said we collected over 6000 items, which went to and helped out over 300 children locally. She said this was our first year donating to DCS and she could not be happier working with them.

CLAIMS

The claims for November 16, 2021 were presented for approval by Board Member Horn and seconded by Secretary Horn. The Claims were unanimously approved.

PUBLIC COMMENTS

Andrew Coomer had a question about the new proposal for route #2.

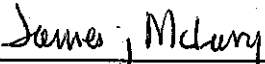
COMMENTS FROM THE BOARD MEMBERS

Secretary Mclary questioned the status of the electric bus steering. Mr. Connell noted we're having a lot of issues. Their sales representative was here, we let him know this is totally unacceptable. He said we have a technician on site and this is week 2 he has been here. The technician can now see firsthand the issues and address them. They are making a lot of progress. He said as far as the steering column, we found out the new generation electric assist steering column was designed with two things in mind, continue ease of use and it is also designed for future autonomous vehicles, so it is super sensitive. Mr. Connell noted with the clearances and computer there are a lot of communication taking place. He said for instance if you hit a pot hole the steering system will try to analyze and it shuts the system down. Mr. Connell said he has opted to turn off the power system and they are going to install the regular size steering wheel which will be the traditional power steering. He said this is not just isolated to our buses, its buses all around the country that had the same steering problem. They described this as a software problem.

ADJOURNMENT

APPROVE:

ATTEST:



James Mclary, Chair
Board of Directors BPTC

01-18-22



Nancy Obermeyer, Secretary
Board of Directors BPTC

01-18-22