

MINNESOTA VALLEY TRANSIT AUTHORITY  
Regular Board Meeting  
May 23, 2007 – 4:30 p.m.  
Eagan Bus Garage

**Board Members Present:**

Meg Tilley, Eagan  
William Droste, Rosemount  
Tom Lovelace, Apple Valley  
Margaret Schreiner, At Large  
Will Branning, Dakota County  
Jon Ulrich, Scott County  
Elizabeth Kautz, Burnsville

**Others Present:**

Beverley Miller, Executive Director  
Lois Spear, Finance Officer  
Barb Ross, Best & Flanagan  
Tom Knier, Laidlaw Transit  
Robin Selvig, Customer Relations Manager  
Wally Lyslo, At Large Alternate  
Tom Bright, Facilities Manager  
Connie Massengale, Schmitt & Sons  
Glenn Boden, Fleet Maint. Manager  
James Clark, Messerli & Kramer  
Michael Abegg, Planner  
Troy Beam, Scott County  
Dan Krom, Dakota County

**I. Call to Order**

The meeting was called to order by Chair Jon Ulrich.

**II. Public Comments**

There were no comments from the public.

**III. Approval of Agenda**

The agenda was re-arranged, moving C committee Reports to Item V, Moving acceptance of the Strategic Plan document to Committee Reports Item C and Moving Old business item Roles 7 Responsibilities to VIII. B. Additionally, a “Dump the Pump” resolution was added to the Consent Agenda. Motion by Elizabeth Kautz and seconded by Margaret Schreiner to approve the revised agenda. Motion carried.

**IV. Consent Agenda**

Motion by Elizabeth Kautz and seconded by Meg Tilley to approve the Consent Agenda. Motion carried. Resolutions adopted as part of the Consent Agenda are attached to these minutes.

**V. Committee Reports**

*A. Personnel Committee*

Elizabeth Kautz introduced Lori Peterson and thanked her for her service to the MVTA Board. Ms. Peterson then provided documents associated with the Personnel Committee report. The first document was a revised Leave of Absence policy, incorporating recommendations the Board offered at the April meeting. Motion by Elizabeth Kautz and seconded by Meg Tilley to adopt the revised policy. Motion carried with Margaret Schreiner voting against the motion. Ms. Peterson then provided copies of forms associated with the policy – the leave request form and the response letter. There was discussion about the need for an appeal process, but given

that the leaves will typically not be denied, the only question is what happens if an individual needs more than six weeks off. Motion by Margaret Schreiner and seconded by Meg Tilley to have the Personnel Committee draft an "Exception" process will be included in the letter to an employee seeking a leave. Motion carried.

Lori then presented a proposed policy for a Sabbatical/Education Leave of Absence, for MVTA staff to use as a tool for professional development and retention of senior staff. There were a number of questions about the purpose of this policy, examples of a similar policy outside the academic world, and a request that those using the policy have a specific amount of time they must stay with the MVTA following the sabbatical/educational leave. Motion by Meg Tilley and seconded by William Droste to have the policy go back to the Personnel Committee for refinement. Motion carried.

*B. Strategic Planning Committee*

Elizabeth Kautz introduced the work of the Board in conjunction with Teresa Daly, and the associated MVTA Strategic Plan document. Beverley Miller reviewed the items in red, which came from the work done with Teresa Daly, the action/follow-up items with whose responsible and the timelines. The Strategic Plan was viewed as a five-year document, and will be on each Board meeting agenda. Most of the work will be conducted through the MVTA's committee process. It was further noted that with regard to underserved areas and need for infrastructure, the City of Rosemount will be used as an example of work that needs to be done, and the first of the open forums planned will take place in Rosemount. Motion by Elizabeth Kautz and seconded by Meg Tilley to adopt the Strategic Plan as presented and with revisions noted. Motion carried. MVTA Committees will be meeting to get started on the work to be done.

*C. STA*

James Clark of Messerli & Kramer reviewed the legislative session, expressing disappointment with the final results in the transit and transportation areas. There was much potential, but minimal result. One-time funding was approved to help make transit agencies whole in 2007 and near whole in 2008, although the MVST on leased vehicles was not authorized. The Met Council bonding authority is still up in the air, as it is part of the tax bill, which Gov. Pawlenty has threatened to veto. The MVTA has several million dollars in this bill for replacement vehicles as well as some facilities improvements. STA did send a letter to the Governor asking him to sign the tax bill.

**VI. New Business**

Michael Abegg presented the request for the MVTA to obtain three new medium-sized buses via the Met Council's contract with the State of Minnesota. The request for three buses was a scaled down version of the original request for five cut-away-style buses. However, because Ford has discontinued making the chassis for these vehicles, a different bus is being requested at a higher cost (the cost of the three buses is about equal to the original approval for five buses). The Met council has verbally told MVTA that we will receive the two additional buses next year. Motion by Elizabeth Kautz and seconded by Meg Tilley to request the purchase of three buses through the Met Council's agreement with the State of Minnesota. It was further requested that the MVTA obtain a written commitment from the Council that the two additional buses originally funded be delivered in 2008. Motion carried with Margaret Schreiner voting "nay."

**VII. Staff Reports**

*A. Letter from Apple Valley*

There was discussion about the letter from the City of Apple Valley regarding the MVTA and County's interest in acquiring the Watson's property to expand the Apple Valley Transit Station. Dan Krom also presented a resolution adopted by the Dakota County Regional Rail Authority, and giving the MVTA its concurrence with the preferred alternative for expansion of the Apple Valley Transit Station.

*B Roles & Responsibilities Cedar BRT Presentation*

At this point, the Board lost its quorum. Dan Krom then gave a presentation regarding the Cedar Avenue Roles and Responsibilities.

**VIII. Adjournment**

Given that the Board had lost its quorum, the meeting was recessed at 6:17 p.m.

**Minutes Prepared By:**

**Robin L. Selvig**

**Next Regular Meeting Scheduled: June 20, 2007, 4:30 p.m. Eagan Bus Garage.**

All regularly Scheduled Board Meetings will be held on the **FOURTH** Wednesday of the month at the posted time and location unless otherwise notified.

Approved by: \_\_\_\_\_

Date: \_\_\_\_\_