

# Mountain RIDES

RECORDED

REGULAR MEETING  
MOUNTAIN RIDES TRANSPORTATION AUTHORITY  
Wednesday, October 16, 2013, 12:00 p.m.  
Ketchum City Hall Meeting Room, Ketchum, Idaho

Board Members of the Mountain Rides Transportation Authority of the Cities of Bellevue, Hailey, Ketchum and Sun Valley, and Blaine County, State of Idaho, met in a Regular Meeting in the Ketchum City Hall Meeting Room, Ketchum, Idaho.

**PRESENT:** Chairman Susan McBryant, Vice-Chairman Mark Gilbert, Secretary Steve Wolper, Board Members Joe Miczulski, Nils Ribí, Michael David and Peter Everett.

**ABSENT:** David Patrie.

**ALSO** Mountain Rides Executive Director Jason Miller

**PRESENT:** Mountain Rides Business Manager/Treasurer Wendy Crosby  
Mountain Rides Operations Manager Jim Finch  
Mountain Rides Maintenance and Facilities Manager Rod Domke  
Administrative Support Coordinator Kim MacPherson

## 1. CALL TO ORDER

*Chairman Susan McBryant called to order the meeting of Wednesday, September 18, 2013 at 12:10 p.m.*

Discussion ensued on health care insurance benefits for MRTA staff with Jason Miller explaining that information regarding impacts of the Affordable Care Act. He noted this information was received after the posting of this meeting's agenda. **Peter Everett moved to add an agenda item on health care coverage to this meeting's agenda between Action Item f. and Discussion Item g. Joe Miczulski seconded, and the motion to amend the agenda carried unanimously.**

## 2. PRESENTATION

*APTA conference recap by Jason Miller.*

In consideration of public in attendance at this meeting, Mr. Miller asked that this presentation be moved on the agenda to the position after the discussion items. Chair McBryant granted his request.

## 3. COMMENTS FROM THE CHAIR AND BOARD MEMBER THOUGHTS

None.

## 5. ACTION ITEMS AND DISCUSSION ITEMS

### a. Action item: (p.2-11)

*Approve FY2014 Fixed Route Service Plan*

Jason Miller provided an introduction to the plan noting that public input, staff recommendations, and funding were balanced in the process of developing the plan. Discussion

included the level of detail in the plan; the recommendations of the Planning & Marketing Committee; projected savings in fuel costs; the new fuel supplier; back-up plans should fuel savings not be realized; and clarification of verbiage in the plan. Chair McBryant opened the matter to public comment.

Dave Galloway, Twin Creeks/Elkhorn, expressed gratitude for the good work involved in continuing to provide transportation services to this active group of riders—Bus Buddies. He applauded the good service.

Kara Viafore, Bus Buddies in Elkhorn, recognized the difficulties in making cuts when necessary, but thanked the staff and board for making those efforts on behalf of these riders.

Ken Viafore, retired president of the Sage Hill Association, noted the ‘great partnership’ with Mountain Rides and lauded the continued good service to the Elkhorn area.

Board members thanked the Bus Buddies for their input at this meeting. **Nils Ribbi made a motion to adopt the FY2014 Fixed Route Service Plan as presented in pages 3-11 of the packet. Joe Miczulski seconded.** Further discussion included Green Route hours and the implications for half-day skiers; circular routes versus linear routes; and the importance of future planning to incorporate those two points. Jason Miller provided some explanation of route planning and reasoning. **In a call for the question, the motion carried unanimously.**

#### **\*2.A. PRESENTATION**

*APTA conference recap by Jason Miller.*

Highlights included the effect of the government shutdown on the atmosphere of the conference; the expected drop in future federal funding; growth of transportation demand; sessions on accountability and preparing for audits; and community benefits of public transportation; integration of transportation methods; education; and Mr. Miller’s opportunities to talk with local legislators and vendors.

#### **\*4. PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA (INCLUDING QUESTIONS FROM THE PRESS)** Chair McBryant opened the meeting to public comment. None was offered.

##### **b. Action item: (p.12-18)**

*Approve City of Sun Valley contract for services*

Mark Gilbert reminded that the Board had anticipated legal counsel by this date, but this did not occur. Therefore, the Committee agreed to make minor changes to service and dates for this calendar year in order to move ahead. Jason Miller noted the verbiage changes made, a budget caveat due to the federal government shutdown, and payment terms to mesh with direction given by the City of Sun Valley. Discussion included language regarding budget and revenues; termination clauses; and the value of obtaining legal counsel. **Mark Gilbert moved to make changes related to use of the word ‘transportation’ instead of ‘transit’; and to recommend in paragraph 1 that no change be made and in paragraph 3 that the changes pertaining to invoicing 30 days in advance of quarterly payment dates be made, but no change to the last sentence; and all the other changes as proposed. Peter Everett seconded.** Discussion included whether other entities will want the same approach to their contracts as this one proposed for the City of Sun Valley. Chair McBryant reminded this is why she wanted to wait for legal review. Discussion continued on state laws regarding public money and entities. **In a call for the question, the motion passed unanimously.**

**c. Action item: (p.19)**

*Appoint two Board members to serve on Ketchum Transportation Hub RFP evaluation committee*

**David Patrie and Peter Everett were appointed by the Board, and Michael David will serve as an alternate.**

**d. Action item: (p.20-25)**

*Approve engagement letter with Joel T. Robins, CPA of Anderson Arritt Robins Waters for FY2013 audit*

**Mark Gilbert moved to approve the engagement letter with Anderson Arritt Robins Waters for FY 2013 audit. Joe Miczulski seconded, and the motion carried unanimously.**

**e. Action item: (p.26-29)**

*Approval of Bike-Pedestrian Master Plan award*

Jason Miller provided the background of this process. Steve Wolper advised that MRTA has \$1,250 in this plan; Blaine County is managing this fund since there is a total of \$13,000.00 involved. MRTA is managing the RFP process and will be the entity contracting with Harmony Design & Engineering. Mr. Wolper further explained the document in the Board's meeting packet. Discussion included the MOU and concerns regarding MRTA's responsibility for making payments without a guarantee that reimbursement would come in a timely manner; whether the funds are currently held by the county; and suggestions for language to assuage risk. Discussion continued on the background and experience of Harmony Design & Engineering. **Peter Everett moved to approve the Bike-Pedestrian Master Plan including the suggestions just made by the Board. Michael David seconded, and the motion passed unanimously.**

**f. Action item: (p.30-33)**

*Approve the award of fuel contract to Associated Petroleum*

Jason Miller noted the responsive bids included in the Board's meeting packets and showing Associated Petroleum as the low bid. He further explained how the fuel card system would work, including security. Discussion included pricing fluctuations. **Michael David moved to approve the award of the fuel contract to Associated Petroleum. Nils Ribbi seconded, and the motion carried unanimously.**

Chair McBryant advised that Vanessa Fry was awaiting a call from the Board and that Ms. McBryant had indicated to Ms. Fry that the call would have been made earlier in this meeting. She encouraged expediency.

**\*Amended Agenda Item**

*Health care coverage for MRTA staff*

Jason Miller summarized the issue by explaining that the existing coverage plan operated on a July 1—June 30 calendar to allow for timely budgeting figures. Due to the Affordable Healthcare Act and expected premium adjustments, MRTA's insurance agent is recommending a change to December 1 year which would allow MRTA to lock in insurance rates through November 2014 with the hope that the additional time gained will see some measure of calm returning to the insurance market. Discussion included whether any changes would be made in coverage by

changing the plan year; whether the 4% increase is still within the budget; MRTA's insurance agent's advice; and the benefits of scheduling a review of health insurance in September 2014. **Peter Everett moved to approve the change in plan year for health care coverage. Joe Miczulski seconded.** Mark Gilbert asked if the Board was confident about this change. Wendy Crosby reminded of the agent's recommendation and Ms. Crosby's agreement with that. **In a call for the question, the motion was carried unanimously.**

**g. Discussion item: (p.34-49)**

*Review of state transportation governance and funding processes*

Vanessa Fry joined the meeting via telephone. Chair McBryant explained that Ms. Fry was invited to help provide the Board with information necessary to understand these processes and the impacts on MRTA funding. Discussion included the representative members on District Coordinating Council and how they are appointed; the operational differences between DCC and the state Public Transportation Advisory Committee; possible ways to make the funding process more fair and equitable; and an opportunity for the MRTA Board to comment on the upcoming vote on PTAC guidelines.

**h. Discussion item (p.50-52)**

*Training course and schedule for management training for Jason Miller*

Jason Miller asked to table this matter until the next meeting to allow him to do further research.

**i. Discussion item: (p.53-54)**

*2015 federal operating funding application preview and calendar*

Jason Miller noted this would go through committee next month, but the pre-application process is moved up this year and staff will be involved in this in the next two weeks. Discussion included amounts of funding requested and the reasoning behind those requests.

**j. Discussion item: (p.55-57)**

*Update on Board seats up for appointment*

Discussion included language in the JPA referring to these appointments; Steve Wolper said he will stay until a replacement could be found. Peter Everett advised he has no news to report as yet. Mark Gilbert has been reappointed for a three-year term. Nils Ribic has asked to be replaced by one of the newly elected council members.

**6. COMMITTEE REPORTS: (p.58-59)**

**a. Planning and Marketing Committee report from Chair Steve Wolper**

*i. Committee members approve minutes for October*

Discussion included corrections for those minutes. **Participating committee members voted unanimously to approve the Planning and Marketing Committee minutes with the corrections discussed.**

**b. Finance and Performance Committee report from Mark Gilbert**

*i. Committee members approve minutes for October*

**Participating committee members voted unanimously to approve the Finance and Performance Committee minutes.**

**7. STAFF REPORTS**

- a. Dashboard performance reports for July 2013 (p.60-62)
- b. Operations report (p.63)
- c. Maintenance report (p.64)
- d. Marketing and Outreach report (p.65)
- e. Business Manager report (p.66)
- f. Executive Director report (p.67)

**8. CONSENT CALENDAR ITEMS**

- a. Approve minutes (p.68)  
*Special Joint 10/2 Committee meeting minutes*
- b. Receive & File financials (p.69-78) August 2013

Mark Gilbert moved to approve the consent calendar. Nils Ribí seconded, and the motion passed unanimously.

**9. EXECUTIVE SESSION**

*Pursuant to Idaho Statute 67-2345(1)(b) (to discuss employee evaluation), (1)(i)( to communicate with insurance provider regarding claims)*

Mark Gilbert moved to go into Executive Session pursuant to Idaho Statute 67-2345(1)(b) (to discuss employee evaluation), (1)(i)( to communicate with insurance provider regarding claims).

Michael David seconded.

Roll call vote: Chairman Susan McBryant, yes; Board Members, Mark Gilbert, yes; Steve Wolper, yes; Michael David, yes; Peter Everett, yes; Joe Miczulski, yes; and Nils Ribí, yes. The motion passed unanimously.

Return to open session at 2:56pm

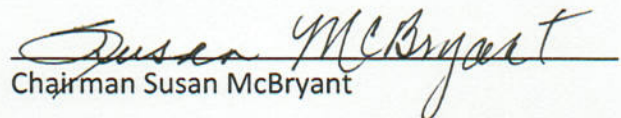
**10. ACTION ITEM**

*Subsequent to Executive Session: approval of change to compensation for Executive Director resulting from evaluation*

**Motion by Mark Gilbert: to adjust the executive director's current annual salary by 2% effective August 15, 2013. Seconded by Peter Everett. Unanimous approval.**

**ADJOURNMENT at 2:57pm**

With no other business to come before the Board, Michael David moved to adjourn the meeting. Joe Miczulski seconded, and the motion carried unanimously.

  
Chairman Susan McBryant

**\*Indicates an item being moved to a different position than was on the agenda.**