



River Cities Public Transit

Board of Director's Meeting Minutes

Wednesday July 27, 2022

8:00 am Large Conference Room & Virtually through Microsoft Teams

Board members present in person: Kevin Hipple, Mitch Kleinsasser, and Pierre City Commissioner Blake Barringer. Karen Gallagher, and Kelly Hanson attended the meeting virtually. Aaron Fabel, Eric Weiss, Hughes County Commissioner Randy Vance were absent.

RCPT staff present: Ron Baumgart, Andy Sharp, Brett Tschetter, Jennifer Arpan, Adam Sharkey, Mallory Meier and Shellie Baumgart.

Kevin called the meeting to order.

MINUTES: Moved by Blake Barringer and seconded by Mitch Kleinsasser to approve the minutes of the April 27, 2022 & May 23, 2022 meeting. All voted aye. Motion passed.

FINANCIALS: Shellie presented a balance sheet showing a bank balance of \$3,103,915.92 as of June 30, 2022 and a profit loss report for October 2021 to June 2022 showing a net income of \$1,651,029.46 that does not include any depreciation expense for the current year. These are unaudited financials. Shellie discussed how RCPT is using sweep accounts per the auditor's recommendation to make sure the money is insured. There is a max level of insurance up to \$250,000.

Moved by Mitch Kleinsasser and seconded by Blake Barringer to approve the financial reports. All voted aye. Motion passed.

ADD Vehicles from Fixed Asset List:

#BB4 IC Model RE 48 Pass VIN 9980

#BB5 IC Model RE 84 Pass VIN 4646

#204 2017 Dodge Grand Caravan VIN 8133

#205 2017 Dodge Grand Caravan VIN 8164

Adam informed the Board that the two BBs are the big youth movers and were previously ordered vehicles purchased through a 5339 80/20 grant. The two Grand Caravans were purchased used without federal funds because of the lack of being able to purchase minivans due to a Buy America restriction. The minivans are the preferred method of travel for the elderly going to appointments in out-of-town locations.

Moved by Mitch Kleinsasser and seconded by Blake Barringer to approve the addition of the above vehicles to the fixed asset list. All voted aye. Motion Passed.

DIRECTORS REPORT:

- Ron discussed a proposed changing of the building location in the back lot. He would like to move it 30 ft over, so RCPT doesn't lose needed parking lot and training space.
- Ron said it's a possibility that the building could include housing for a couple of ambulances.

- Mallory discussed that we are almost fully staffed in the Pierre area, we could use a few more applications for the evening shift and there may be a possible overnight position. She talked about raising wages to get more staffing as well as keep the current staff. She also discussed a employee referral reward that has been working to get applicants onboarded.
- Adam discussed the difficulties with the new procurement process and how we are moving forward and learning the new ways of doing those.
- Adam also discussed the CDL training we have been doing. RCPT has decided to do their CDL training in house which has cut back on cost and time it takes to get a CDL. Both Brett and Eric have been training staff as well as others that have come in with interest on CDL's. Now we will be able to complete CDL trainings, vinyl application, camera installs and radio installs in house cutting back on cost and time it takes to get a driver and vehicle on the road.
- Adam and Mallory discussed the "Safety Week" and "Safety Days" in Pierre, Yankton and Sioux Falls. It is a time to address proper procedures and areas that may need more training.
- While we were in Sioux Falls, several of our staff were awarded a flag flown at the SD Veteran's Cemetery, an appreciation certificate, and a coin for helping the SDDVA transport people to and from the Cemetery last year as well as helped staff set up this year. Unfortunately, this year was rained out, so we couldn't provide the rides, but we were happy to help where needed getting it set up indoors.
- Mallory talked about the IMI getting going again. Donald Sharkey has been training the new Avera employee that is going to be scheduling rides for clients.

Next Meeting Date: The next meeting is tentatively set for October 26, 2022.

Ron thanked the Board for their support.

Adjourn: Moved by Blake Barringer and seconded by Mitch Kleinsasser to adjourn the meeting. All voted aye. Motion passed.

Minutes by Mallory Meier