

1 **Regular Board Meeting Minutes**
2 **Cache Valley Transit District**
3 **Wednesday, February 23, 2022**
4 **5:30 pm**
5 **Logan City Hall**
6 **290 North 100 West, Logan, Utah**
7 **City Hall Conference Room**

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9
10 *Present:* Holly Broome-Hyer, Cecelia Benson, Shaun Bushman, Patrick Jenkins, Terrie
11 Wierenga, Ron Bushman, Paul James, Glen Schmidt, Abraham Verdoes, Mike Arnold,
12 David Geary, Gregory Shannon, Sue Sorenson, Mary Barrus, Lieren Hansen, and Jeannie
13 Simmonds

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15 *Excused:* Jeff Turley and Lyle Lundberg

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17 *Others:* Todd Beutler, Charise VanDyke, and Curtis Roberts

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19 **Regular Meeting Agenda**

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21 1. *Call to order:* Board Chair Patrick Jenkins
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23 2. Pledge of Allegiance
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25 3. *Acceptance of Minutes:* Patrick Jenkins asked for a motion to approve the January
26 minutes. Dave Geary moved; Greg Shannon seconded. Vote was unanimous.
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28 4. *Approval of Agenda:* Patrick Jenkins asked for a motion to approve the agenda. Greg
29 Shannon moved; Mike Arnold seconded. Vote was unanimous.
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31 5. Next Board Meeting: March 23, 2022
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33 6. Public comments: No questions or comments.

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35 **Board Business**

36 7. **Board Business:**

- 37 A. Consideration of service alternative recommendations – Lieren Hansen, Service
38 Planning Committee Chair: The Service Planning Committee has been working
39 with the consultant (Kimley-Horn) for the last 10 months or so to examine the
40 service on the southeast end of the valley (Cliffside through Millville). This
41 process has included working with city planners, key stakeholders, and CVTD
42 staff, as well as surveying the public. There were a few different service

Approved 03/23/2022

43 alternatives developed. After a lot of discussion, it was narrowed down to the
44 following recommendation: combine Routes 3 and 10 (to serve the island only),
45 replace service to Cliffside and River Heights with micro transit, replace service
46 to Providence and Millville (currently provided by Routes 13 and 14) with micro
47 transit, and operate service to Hyrum all day (by Route 12). The goal is to deliver
48 the service in a way that is as close to service-neutral (or service currently
49 provided) and cost-neutral as possible. Discussion about micro transit. Micro
50 transit would be a change in current service and another way the District could
51 provide service moving forward (not temporary). Educating the public would be a
52 priority when starting the service. Smaller vehicles would provide micro transit.
53 The service can start small for a beta test (looking for opportunities to improve)
54 and then grow with demand; micro transit is very flexible. Depending on
55 approval, micro transit could be rolled out sometime this fall. The public survey
56 showed there was more positive reactions than negative. If the Board likes this
57 direction, cost estimates can be put together for implementation; a public hearing
58 would need to be held before significant changes to service can be made. Paul
59 James moved that staff proceed and prepare for implementation (cost, budget,
60 implementation plan). Cecelia Benson seconded. Vote unanimous.

61
62 B. Open public meetings training – Seth Tait, Attorney with Olson and Hoggan: Seth
63 Tait conducted the OPMA training that board members are required to complete
64 annually.

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66 C. Board training – Paul James, Board Member: A consent agenda is made up of
67 items that don't need a full discussion, such as rudimentary elements of a meeting
68 (minutes, agenda, reports, etc.). At the beginning of the meeting, the board chair
69 asks if any items need to be removed for discussion (such as if changes need to be
70 made on the minutes). If a board member asks that an item be moved out, it is
71 moved out. Items that are not removed from the consent agenda are approved and
72 the meeting moves forward. For public hearings, notification to the public should
73 be at least 7 days before. The governing body also sets the rules for the hearing
74 (how long comments can last, etc.). The hearing is opened by the presiding
75 officer; it requires a two-thirds majority vote by the governing body to open or
76 close the public hearing. Generally, the governing body does not talk, respond,
77 debate or answer questions during the public hearing; it is a time to listen to the
78 public. In regards to motions, good language to use is "I move" or "I propose." It
79 is good to state your name if you motion or second, as it helps the minute takers.
80 Motions require a second before they can be considered; discussion occurs after.
81 Discussion can end naturally or a member can request the discussion to end by
82 "calling for the question" on the motion (requires a second and a two-thirds
83 majority vote to end debate). Discussion about consent agendas. Items that are

84 approved in the consent agenda cannot be removed and discussed later in the
85 meeting. Transparency should be kept in mind.

86

87 **8. General Manager/Staff Reports:**

88 A. Nothing to report.

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90 **9. Board Chair Report:**

91 A. The marketing consultant has completed education kits for visiting elected
92 officials, so Board members should get ready for visits.

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94 10. Public comments: No questions or comments.

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96 11. **Adjourn:** Board Chair Patrick Jenkins adjourned the meeting.