

ISABELLA COUNTY TRANSPORTATION COMMISSION
Minutes

Regular Business Meeting of the Isabella County Transportation Commission, held Thursday, 31 August 2017 at 5:00pm at the offices of the ICTC located at 2100 E. Transportation Drive, Mt. Pleasant MI 48858. Phone number 989.773.2913.

I. Call to Order – Brown called the meeting to order at 5:01pm.

Commissioners Present: Don Brown, Vice Chair
Sam Staples, Commissioner
Matt Mertz, Commissioner
Gerald Stryeski, Commissioner

Commissioners Absent: Pat LaChance, Chair

Staff Present: Rick Collins, Executive Director
Lisa Pratt, Deputy Director
Patti Casey, Accountant
Kelly Crofoot, Human Resource Manager

II. Public Forum – There was no public comment.

III. Minutes – The Regular Business Meeting minutes of 27 July 2017 were accepted as presented.

IV. Communications – None received.

V. Administrative Report

A. Legislative Report – Nothing to report.

B. Operating Report

1. Collins briefed the Board on operating statistics.

C. Personnel Report – Crofoot briefed the Board on the following:

1. Maintenance Worker was released for unsatisfactory probation on 7/28.
2. Vested Driver was re-classified, per their request, to Limited Service Driver on 7/31.
3. Limited Service Driver resigned 8/10.
4. Driver retired 8/31 after 17 years of service.
5. Call Center Operator resigned 8/25

D. Capital Report – Pratt reported the low floor bus, previously discussed, has been delivered.

VI. Financial Report

- A. August Listing – It was moved by Stryeski, seconded by Staples to accept the listing of \$228,613.42 with July payroll of \$222,117.50, July payables of \$230,585.57, and total July expenditures of \$452,703.07. Motion carried.
- B. July Per Diem – The per diem was accepted as presented.
- C. Receivables 30-60-90 – Casey briefed the Board on said report.
- D. Cash Flow – Casey briefed the Board on said report.
- E. Budget v. Actual – Casey briefed the Board on said report.

VII. Old Business – No items presented.

VIII. New Business

- A. Millage Request – Collins reported the Isabella County Board of Commissioners unanimously approved the request of .862 mills to be levied for FY 2018, the same amount as last year.
- B. MPTA – Collins reported he was elected to the Michigan Public Transit Association Board of Directors.

IX. Isabella County Transportation Commission – No items presented.

- X. Adjournment – A motion was made by Staples, seconded by Stryeski to adjourn at 5:34pm. Motion carried