

ISABELLA COUNTY TRANSPORTATION COMMISSION
Minutes

Regular Business Meeting of the Isabella County Transportation Commission, held Thursday, 23 May 2019 at 12:00pm at the ICTC offices located at 2100 E. Transportation Drive, Mt. Pleasant. Phone number 989.773.2913.

I. Call to Order – Brown called the meeting to order at 12:01pm.

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

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 25 April 2019 were accepted as presented.

IV. Communications – None received.

V. Administrative Report

A. Executive Director's Report – Collins briefed the Board on service issues, Customer Appreciation Day, Employee Appreciation Day and the National Bus Roadeo which he and Driver Dallas Abbott attended in Palm Springs, CA.

B. Operating – Collins briefed the Board on operating statistics. Collins reported CMU enrollment will be down 5% in Fall 2019.

C. Personnel Report

Crofoot briefed the Board

1. Maintenance Worker released from employment 4/30/19.
2. Maintenance Worker hired 05/13/19.
3. Two part-time drivers resigned 5/17/19.

D. Capital – Pratt reported project authorization for eight (8) buses was received and we've ordered five (5) 24', 11+2 and three (3) 32', 15+4 buses. We should receive these vehicles in mid to late fall.

VI. Financial Report

- A. May Listing – It was moved by Mertz, seconded by Stryeski to accept the Listing of \$1,017,503.88 with April payroll of \$257,167.39, April payables of \$155,110.24 and total April expenditures of \$412,277.63. Motion carried.
- B. Per Diem – The Board accepted the per diem as presented.
- C. Receivables – Casey briefed the Board on said report.
- D. Cash Flow – Casey briefed the Board on said report.
- E. Budget v. Actual – The Board reviewed said report.

VII. Old Business – Stryeski inquired on the status of the roof project. Collins reported the company has not yet returned. Payment is being withheld until completion of the project.

VIII. New Business – Nothing to report.

IX. Isabella County Transportation Commission

Stryeski reminded the Board the June meeting has been moved from June 27th to June 24th.

Mertz inquired about utilization of bus racks on ICTC buses.

Fockler would like to compliment the Drivers and Dispatch that provided great service from Renaissance to Island Park earlier in the week.

- X. Adjournment – It was moved by Staples, seconded by Stryeski to adjourn at 12:35pm. Motion carried.