

ISABELLA COUNTY TRANSPORTATION COMMISSION
Minutes

Regular Business Meeting of the Isabella County Transportation Commission, held Monday, 24 June 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 12:05pm.

Commissioners Present: Don Brown, Chair
Sam Staples, Vice Chair
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

Others Present: Ava Edmondson

II. Public Forum – There was no public comment.

III. Minutes – The Regular Business Meeting minutes of 23 May 2019 were accepted as presented.

IV. Communications – None received.

V. Administrative Report

A. Executive Director's Report – Collins briefed the Board on service issues, ICTC's Doozie Day, and legislation on transportation funding. Collins also informed the Board he would not be present at the July meeting.

B. Operating – Collins briefed the Board on operating statistics.

C. Personnel Report

Crofoot briefed the Board:

1. Driver training started June 17th with 5 candidates.
2. Mechanic submitted his resignation effective June 30th.
3. Receptionist is out on FMLA effective June 19th.
4. Driver of 40 years submitted his resignation effective July 8th.

D. Capital – Pratt reported all 10 of the new buses are now in service. We will be selling 2 buses at a time, so we do not flood the market.

VI. Financial Report

- A. June Listing – It was moved by Mertz, seconded by Fockler to accept the Listing of \$525,355.09 with May payroll of \$240,537.85, May payables of \$1,153,221.93 and total May expenditures of \$1,393,759.78. 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 – Collins reported the roof project is now complete.

VIII. New Business

A. Policy Review – A motion was made by Staples, seconded by Stryeski to enter Executive Session at 12:41pm to discuss the proposed changes to the Salaried/Management Fringes Policy.

The Board re-entered Regular Session at 1:12pm.

A motion was made by Staples, seconded by Stryeski to accept the Salaried/Management Fringes Policy as presented except for the proposed increase to the MERS Health Care Savings Plan (HCSP). The accepted version reflects an equal increase to each tier of 25%, a decrease to the original proposal, to the current annual contribution.

- IX. Isabella County Transportation Commission – Fockler made aware Ms. Edmondson brought up some issues prior to the meeting. Discussion ensued.
- X. Adjournment – It was moved by Mertz, seconded by Stryeski to adjourn at 1:32pm. Motion carried.