

ISABELLA COUNTY TRANSPORTATION COMMISSION  
Minutes

Regular Business Meeting of the Isabella County Transportation Commission, held Thursday, 25 July 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 – Staples called the meeting to order at 12:00pm.

Commissioners Present: Sam Staples, Vice Chair  
Matt Mertz, Commissioner  
Rick Fockler, Commissioner

Commissioners Absent: Don Brown, Chair  
Gerald Stryeski, Commissioner

Staff Present: 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 24 June 2019 were accepted as presented.

IV. Communications – None received.

V. Administrative Report

A. Executive Director’s Report – Pratt briefed the Board on service issues, staff evaluations, and ICTC’s millage request.

B. Operating – Crofoot briefed the Board on operating statistics. The Board reviewed the quarterly overtime report.

C. Personnel Report – Nothing to report.

D. Capital – Pratt reported ICTC will be receiving funding in the amount of \$328,567 for three (3) new buses. This will bring the total of funded buses to 22 for 2019.

VI. Financial Report

A. July Listing – It was moved by Mertz, seconded by Fockler to accept the Listing of \$233,218.40 with June payroll of \$259,337.54, June payables of \$165,893.37 and total June expenditures of \$425,230.91. 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 – Nothing to report.

VIII. New Business

A. Policy Review – Pratt reported the attached proposed language is being requested by MDOT. This would be added to our Procurement Process found in the General Operating Policy (page 7). A motion was made by Fockler, seconded by Mertz to accept the language as presented. Motion carried.

IX. Isabella County Transportation Commission

A. Mertz reported because ICTC will provide service at no charge for the Let Peace Reign Rally for those unable to walk the route, they will be listed as a sponsor of the event. He, along with the Human Rights Coalition, extends their appreciation to Matt Foote for coordinating the transportation.

B. Mertz inquired about the new buses with the wheelchair lift in the rear possibly being in a driver's blind spot. Discussion ensued.

X. Adjournment – It was moved by Mertz, seconded by Fockler to adjourn at 12:40pm. Motion carried.