

ISABELLA COUNTY TRANSPORTATION COMMISSION
Minutes

Regular Business Meeting of the Isabella County Transportation Commission, held Thursday, 27 February 2020 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 12:00pm.

Commissioners Present: Don Brown, Chair
Matt Mertz, Vice Chair
Gerald Stryeski, Commissioner
Rick Fockler, Commissioner
Dennis Adams, Commissioner

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

Others Present: Ava Edmondson

II Pledge of Allegiance

III. Election of Officers

Pratt, acting as Ex-Officio, accepted nominations for Chair.

It was moved by Fockler, seconded by Mertz to nominate Brown as Chair. Motion carried.

Pratt, acting as Ex-Officio, accepted nominations for Vice Chair.

It was moved by Fockler, seconded by Adams to nominate Mertz as Vice Chair. Motion carried.

Brown resumed control of the meeting.

IV. Public Forum – There was no public comment.

V. Minutes – The Regular Business Meeting minutes of 30 January 2020 were accepted as presented.

VI. Communications – Theresa Binkowski, President USW Local 12934-5, submitted a letter thanking those involved for the additional perks/benefits that have been provided throughout the year.

VII. Administrative Report

- A. Executive Director's Report – Pratt briefed the Board on log sheet retraining, a vehicle incident regarding damage to a bus from a pellet/BB gun and additional dispatch software demo scheduled in March.
- B. Operating – Crofoot briefed the Board on operating statistics.
- C. Personnel Report –
Crofoot reported
 1. Driver interviews are underway.
 2. Call Center Operator was released from employment 02/26.
- D. Capital Report – Nothing to report.

VIII. Financial Report

- A. February Listing – It was moved by Mertz, seconded by Fockler to accept the Listing of \$253,500.40, January payables of \$174,494.29, January payroll of \$544,618.85 and total January expenditures of \$719,113.14. Motion carried.
- B. Per Diem – The Board accepted the per diem as presented.
- C. Receivables – Casey briefed the Board on the Accounts Receivable.
- D. Cash Flow – The Board reviewed said report.
- E. Budget v. Actual – The Board reviewed said report.
- IX. Old Business – Casey would like to thank the Board for the letter of appreciation for work prepared for the annual audit.
- X. New Business – Pratt briefed the Board on two salaried employees that have a large balance of vacation time after implementation of amended policy. The employees are requesting a one-time payout. Discussion ensued. It was moved by Fockler, seconded by Stryeski to follow policy as adopted and not approve a one-time payout. Motion carried.

XI. Isabella County Transportation Commission

- A. Primary – Mertz suggested advertising free rides to and from the voting polls. Pratt stated a media release was sent to local news outlets.
- B. Snow Removal – Mertz presented a letter from the Isabella County Human Rights Committee to CMU regarding snow removal at the Park Library bus stop.

- XII. Adjournment - It was moved by Adams, seconded by Stryeski to adjourn at 1:02pm. Motion carried.