

ISABELLA COUNTY TRANSPORTATION COMMISSION
Minutes
ELECTRONICALLY CONDUCTED

Regular Business Meeting of the Isabella County Transportation Commission, held Thursday,
28 May
2020 at 12:00pm.

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: 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 – It was moved by Adams, seconded by Stryeski to accept the minutes of
23 April 2020 Regular Business Meeting as presented. Motion carried.

IV. Communications – None received.

V. Administrative Report

A. Executive Director’s Report – Collins reported on the Service and funding. Union officers
are reaching out to their members regarding a possible one year extension of the current labor
agreement. It was moved by Adams, seconded by Stryeski to support a one year extension of
the current labor agreement. Motion carried.

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

C. Personnel Report – Nothing to report.

D. Capital Report – Nothing to report.

VI. Financial Report

A. May Listing – It was moved by Mertz, seconded by Fockler to accept the Listing of
\$299,610.73, April payables of \$510,090.30, April payroll of \$190,992.81 and total April
expenditures of \$701,083.11. 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.
- VII. Old Business
- A. Dispatch Software – Adams inquired what the status was on the Dispatch Software project. Collins reported due to current circumstances the project has been tabled.
 - B. Bus 67 – Mertz inquired on the status of Bus 67 which was made available to Mid-Michigan Health for Coronavirus testing. Collins reported the bus was back at ICTC.
- VIII. New Business
- A. Cleanliness Measures – Collins reported he has received three quotes from area plumbers for touchless faucets, toilets and urinals in ICTC restrooms. The quotes received are \$6,266 from Pure Plumbing, \$9200 from Central Plumbing Inc, and \$12,910 from AJ’s Plumbing PSI. It was moved by Adams, seconded by Stryeski to accept the lowest bid of \$6,266 from Pure Plumbing. Motion carried
 - B. Electronic Devices – Collins would like to transition to electronic devices in lieu of paper for Commission meetings. These devices would replace the paper packets issued each month for ICTC meetings, house ICTC policy, labor agreements, etc. These devices would not only be more environmentally friendly but would reduce the cost of paper, postage, etc. associated with mailing paper packets/information. With not knowing what the new normal for public meetings will be, this allows each member virtual access to ICTC meetings. Being that a term for an ICTC board member is three years and technology is ever rapidly changing, Collins suggested the devices would be gifted to the Board member at the end of their term as an ICTC Commissioner.
- IX. Isabella County Transportation Commission –
- A. Adams inquired where ICTC listed our buses for sale. ICTC buses are listed on MiBid.com
 - B. Mertz was speaking with a customer who had a ride scheduled on Memorial Day and was not aware ICTC was closed for the holiday.
 - C. Stryeski reported on compliments and appreciation received for ICTC for fare free rides during this time.
- X. Adjournment – It was moved by Adams, seconded by Stryeski to adjourn at 12:58pm. Motion carried.