

ISABELLA COUNTY TRANSPORTATION COMMISSION
Minutes
ELECTRONICALLY CONDUCTED

Regular Business Meeting of the Isabella County Transportation Commission, held Thursday, 25 June at 12:00pm.

I. Call to Order – Brown called the meeting to order at 12:09pm.

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 – The Regular Business Meeting minutes of 28 May 2020 were accepted as presented.

IV. Communications – None received.

V. Administrative Report

A. Executive Director’s Report – Collins reported on service, building modifications, and Third Party Testing. We are still waiting on information regarding public schools. We would like to start hiring drivers so they can be trained by fall.

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. June Listing – It was moved by Fockler, seconded by Stryeski to accept the Listing of \$256,838.34, May payables of \$89,603.90, May payroll of \$173,796.58 and total May expenditures of \$263,400.48. 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. Chromebooks – Collins reported in an effort to transition from paper to electronic documents, we have received a quote from our IT provider for five Chromebooks. The quote for the Chromebooks with onboarding and deployment services is \$2,125. Discussion ensued. It was moved by Adams, seconded by Stryeski to purchase five Chromebooks and pay the monthly service fee. Motion carried.
 - B. Fares – Collins would like to continue to run service fare free until the beginning of August. Discussion ensued. The Board will revisit this at the July meeting.
 - C. Labor Agreement – Collins reported we are expecting to move forward with the one-year extension on the contract. We have not received anything in writing at this time.
 - C. Hazard Pay – Collins would like to continue Hazard pay through the end of the current fiscal year. Discussion ensued. The Board would like to visit this on a monthly basis due to the uncertainty of COVID-19.
- VIII. New Business – Nothing presented.
- IX. Isabella County Transportation Commission
 - A. Mertz questioned the status of the shuttle contracts. Collins reported those contracts are good through next year. We will be prorating the coming academic year due to the COVID-19 Stay at Home order placed on 16 March.
 - B. The Board is pleased with all the safety precautions that have been implemented on the buses as well as in the building.
- X. Adjournment – It was moved by Adams, seconded by Mertz to adjourn at 12:58pm. Motion carried.