

ISABELLA COUNTY TRANSPORTATION COMMISSION
Minutes
MEETING AVAILABLE ELECTRONICALLY

Regular Business Meeting of the Isabella County Transportation Commission, held Thursday, 17 December 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 12:01pm.

Commissioners Present: Don Brown, Chair
Via ZOOM, Shepherd, MI
Matt Mertz, Vice Chair
via ZOOM, Union Twp., Isabella Co., MI
Gerald Stryeski, Commissioner
via ZOOM, Wise Twp., Isabella Co., MI
Rick Fockler, Commissioner
Via ZOOM, Shepherd, MI
Dennis Adams, Commissioner
via ZOOM, Mt. Pleasant, MI

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 19 December 2020 were accepted as presented.

IV. Communications – None received.

V. Administrative Report

A. Executive Director’s Report – Collins briefed the Board on service provided with the Care Store and Christmas Outreach, ICTC’s employee COVID status.

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

C. Personnel Report

Crofoot reported:

1. All five Call Center Operators were officially separated from employment on 12/1/20.
2. Part Time Driver resigned effective 12/1/20.

D. Capital Report – Nothing to report.

VI. Financial Report

A. December Listing – It was moved by Fockler, seconded by Mertz to accept the Listing of \$259,694.22, November payables of \$109,763.18, November payroll of \$263,603.04 and total November expenditures of \$373,366.22. Roll Call Vote: Brown-Yes, Mertz-Yes, Fockler-Yes, Stryeski-Yes, Adams-Yes. Motion carried

B. Per Diem – The Board accepted the per diem as presented.

C. Receivables – The Board reviewed said report.

D. Cash Flow – The Board reviewed said report.

E. Budget v. Actual – The Board reviewed said report.

F. FY 22 Budget – The Board reviewed said report. It was moved by Adams, seconded by Stryeski to accept the FY 22 Budget as presented. Roll call vote: Brown-Yes, Mertz-Yes, Stryeski-Yes, Fockler-Yes, Adams-Yes. Motion carried.

G. Annual Application Resolution for Intent to Apply for Financial Assistance 2022 – It was moved by Mertz, seconded by Stryeski to accept the 2022 Annual Application Resolution for Intent to Apply for Financial Assistance as presented. Roll call vote: Brown-Yes, Mertz-Yes, Stryeski-Yes, Fockler-Yes, Adams-Yes. Motion carried.

VII. Old Business – No items presented.

VIII. New Business

A. Calendar of Meetings – The Calendar of Meetings was accepted as presented. Meetings will be held on the fourth Thursday of the month at noon with the exception of August and November. The regular business meeting in August will be held Monday, August 30 at noon and the November business meeting will be held Wednesday, November 24 at noon.

IX. Isabella County Transportation Commission

A. Brown would like a retirement card sent to Isabella County Board Commissioner George Green on behalf of the Commission.

B. Mertz commented on an article posted on the Morning Sun website commending the efforts of ICTC Drivers and Dispatchers with services performed for the CCN Food Pantry and the Care Store.

X. Adjournment – It was moved by Mertz, seconded by Stryeski to adjourn at 12:39pm. Motion carried.