

ISABELLA COUNTY TRANSPORTATION COMMISSION  
Minutes  
MEETING AVAILABLE ELECTRONICALLY

Regular Business Meeting of the Isabella County Transportation Commission, held Thursday, 28 January 2021 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  
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

Others Present: Aaron Stevens, Maner Costerisan, CPAs

II. Election of Officers – Nominations were opened for Chair and Vice Chair.

It was moved by Adams, seconded by Fockler to nominate Brown for Chair. Motion carried.

It was moved by Fockler, seconded by Stryeski to nominate Mertz for Vice Chair. Motion carried.

Brown resumed control of the meeting.

III. Public Forum – There was no public comment.

IV. Minutes – The Regular Business Meeting minutes of 19 December 2020 were accepted as presented.

VII. Financial Report

- F. Audit Report – Aaron Stevens of Maner Costerisan, CPAs presented the audit report. Discussion ensued regarding the Independent Auditor’s Report, Basic Financial Statements, Report on Internal Control Over Financial Reporting and on Compliance, Report on Compliance with Requirements Applicable to Each Major Federal Program and a Schedule of Findings and Questioned Costs.

The Board accepted the audit as presented and thanked Stevens for his presentation.

- V. Communications – None received.

VI. Administrative Report

- A. Executive Director’s Report – Collins briefed the Board on COVID-19 exposures and vaccination status. Collins reported Jack O’Malley has been appointed House Transportation Chair.
- B. Operating – Collins briefed the Board on operating statistics. There is an uptick in ridership in Union Township.
- C. Personnel Report – Crofoot reported 3 drivers retired effective 12/31/20 (17 years), 1/6/21 (15 years) and 1/11/21 (5 years).
- D. Capital Report – Nothing to report.

VII. Financial Report

- A. January Listing – It was moved by Fockler, seconded by Stryeski to accept the Listing of \$278,817.91, December payables of \$201,994.97, December payroll of \$367,000.76 and total December expenditures of \$568,995.73. 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.

VIII. Old Business – No items presented.

- IX. New Business – Collins would like to deposit \$500,000 into a six-month Certificate of Deposit. It was moved by Stryeski, seconded by Adams to deposit \$500,000 into a six month Certificate of Deposit. Roll call vote: Brown-Yes, Mertz-Yes, Stryeski-Yes, Fockler-Yes, Adams-Yes. Motion carried.

- X. Isabella County Transportation Commission
  - A. Adams requested to recuse himself in the future of any voting that may occur regarding the MERS pension plan as he is a recipient of the plan.
  - B. Mertz inquired if ICTC is still providing fare free rides for passengers and hazard pay for employees. Discussion ensued. Brown would like this addressed at future meetings.
  - C. Mertz inquired if CMU was keeping the Park Library stop free from snow and ice. Collins reported CMU may be laying a padded slab at that stop.
  - D. Adams inquired if local schools were back in session.
- XII. Adjournment - It was moved by Adams, seconded by Stryeski to adjourn at 1:00pm. Motion carried.