

ISABELLA COUNTY TRANSPORTATION COMMISSION
Minutes
MEETING AVAILABLE ELECTRONICALLY

Regular Business Meeting of the Isabella County Transportation Commission, held Thursday, 25 February 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 – Adams called the meeting to order at 12:06pm.

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
Kelly Crofoot, Human Resource Manager

II. Public Forum – There was no public comment.

III. Minutes – It was moved by Stryeski, seconded by Fockler to accept the Regular Business Meeting minutes of 28 January 2021 as presented. Motion carried.

IV. Communications – No items presented.

V. Administrative Report

A. Executive Director's Report – Collins briefed the Board on the federal mask mandate, shuttle contracts, and transit status for the COVID vaccine.

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

C. Personnel Report

Crofoot reported:

1. Relief Driver released from service on 2/3/21. Said driver had been employed since August of 2019.

2. Part time Driver resigned effective 2/10/21. Said driver had been employed since September of 2018.

D. Capital Report – Pratt reported the installation of the security cameras has been completed. Also, an order was placed for six (6) small buses (24' 11+2/19) using the 5339(b) competitive grant awarded on 08 October 2020.

VI. Financial Report

A. January Listing – It was moved by Stryeski, seconded by Fockler to accept the Listing of \$137,627.27, January payables of \$109,335.24, January payroll of \$415,548.33 and total January expenditures of \$524,883.57. 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. Collins reported the 5311 Operating monies have not yet been received causing a decline in revenue.

Brown entered the meeting at 12:35pm.

VII. Old Business – No items presented.

VIII. New Business – No items presented.

IX. Isabella County Transportation Commission

A. Brown inquired about the vaccine status for transit employees. Collins reported the 65+ group had been elevated in the State's Prioritization Guidance to receive the vaccine causing further delays for the group. Discussion ensued.

X. Adjournment – It was moved by Stryeski, seconded by Mertz to adjourn at 12:47pm. Motion carried.