

ISABELLA COUNTY TRANSPORTATION COMMISSION
Minutes

Regular Business Meeting of the Isabella County Transportation Commission, held Thursday, 20 December 2018 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
Sam Staples, Vice Chair
Matt Mertz, Commissioner
Gerald Stryeski, Commissioner
Rick Fockler, Commissioner

Staff Present: Rick Collins, Executive Director
Lisa Pratt, Deputy Director
Patti Casey, Accountant
Kelly Crofoot, Human Resource Manager
Kaylie Monroe, Outreach Coordinator

II. Public Forum – There was no public comment.

III. Minutes – The Regular Business Meeting minutes of 29 November 2018 were accepted as presented.

IV. Communications – None received.

V. Administrative Report

A. Executive Director's Report – Collins reported on MTC/NEMT, the minimum wage bill, mandatory sick leave, a bill that would require a vote of the membership of a Union every two years to determine representation. Collins also reported Representative Hauck toured our facility and received an overview of our operations. Transportation funding through Act 51 was also discussed.

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

C. Personnel Report

1. Part-time Maintenance Worker resigned effective 12/17/18

D. Capital Report – Pratt reported previously that she had applied for a grant for vehicle replacement and received award of 10 buses to be received in the spring of 2019. This is still true, however, she also applied for 11 more buses through another grant and recently received notification we will receive

funding for seven more buses. To that, she also received notification of another bus applied for through the Small Urban Program.

VI. Financial Report

- A. December Listing – It was moved by Stryeski, seconded by Fockler to accept the Listing of \$314,436.54 with November payroll of \$260,027.48, November payables of \$126,566.27 and total November expenditures of \$386,593.75
Motion carried.
- B. November Per Diem – The Board accepted the per diem as presented.
- C. Receivables 30-60-90 – The Board reviewed said report.
- D. Cash Flow – The Board reviewed said report.
- E. Budget v. Actual – The Board reviewed said report.

VII. Old Business

- A. 1. Fare for Care – Per Board approval in May of this year, the second annual Fare for Care day is Saturday, 12 January. Fares will be donated to the Care Store to provide household items for those in need.

VIII. New Business – Nothing to report.

IX. Isabella County Transportation Commission

- A. Mertz reported he was re-appointed for a 3rd term to the Commission.
- B. Mertz asked Staff to verify there were two Ponder Coffee businesses in our dispatch software.
- C. Fockler stated he utilized our service and had a pleasant experience.

X. Adjournment – It was moved by Stryeski, seconded by Fockler to adjourn at 12:37pm.
Motion carried.