

Marquette County Transit Authority

1325 Commerce Drive

Marquette, MI 49855

DRAFT

Marquette County Transit Authority

May 18th, 2017

CALL TO ORDER:

Chairperson LaRue called the meeting to order at 6:02 p.m. on May 18th, 2017.

ROLL CALL:

Boyd, Connors, Grund, LaRue, Perry, Peterson, Quayle, Tollefson, Weikel & Worth. Longtine has resigned from the Board of Directors. Others present: Klein & Koski.

MINUTES:

Correction to the April 21st, 2017 Board Meeting Minutes requested by Boyd. Typo of highway and New Flyer busses suggestion to add seatbelts.

Tollefson made a motion to approve the Board Meeting Minutes from April 21st, 2017 with corrections. Weikel supported. Unanimously approved.

Closed Door Meeting Minutes from April 21st, 2017. Correction to the minutes made by Boyd. Correct line that stated the best drivers are retired to some of our best drivers happen to be retired and that perhaps we should utilize this by promoting this at centers across Marquette County.

Connors made a motion to approve the Closed Door Meeting Minutes with corrections from April 21st, 2017. Perry supported. Unanimously approved.

CONSENT AGENDA:

Grund pulled A from Consent Agenda and added it to Action Item #4.

Worth made a motion to approve B, C & D from the Consent Agenda. Tollefson supported. Unanimously approved.

AGENDA:

Peterson made a motion to approve the Agenda as presented. Perry supported. Unanimously approved.

PUBLIC COMMENT:

None

ACTION ITEMS:

1. Report from Finance Committee FY 2016 Audit:

Weikel stated that the Finance Committee met on Tuesday April 16th at 4pm to review the budget from FY 2016. Topics of discussion were as follows:

*Pension –changes in the accounting practices for the pension would have to be explained by the auditing firm that conducted the audit. Finance Committee would like to get a funding percentage. Koski will look into this and follow up.

*Dispatchers Wages- Expenses were up in this line item due to the changes that took place in the dispatch department. There was an addition of a full time dispatcher and a part time dispatcher.

*Theft-the Finance Committee discussed the theft that took place during the year and made sure that precautions were put into place to stop this in the future.

*Audit Costs-the Finance Committee would like the staff to look into getting bids from other firms for future audits.

*Aging of the fleet-the Committee discussed with the aging of the fleet comes higher expenses to keep the busses running properly.

Weikel recommends that the Board approves the FY2016 budget. Peterson made a motion to approve the budget from FY2016. Tollefson supported. Unanimously approved.

2. Request from NCLL:

Klein explained that the NCLL has made a request to use the Spec Services Bus for a trip out of Marquette County. They would like to go to Iron Mountain on September 11th, 2017. Boyd inquired how Klein came up with a price for this trip. Klein explained the hourly rate was based on driver's wages, mileage and fuel. Boyd made a motion to approve the request from the NCLL. Peterson supported. Unanimously approved.

3. Approval of updated Drug and Alcohol Policy:

The new Drug and Alcohol policy was provided to each Board Member in their packets. Connors inquired about the legal marijuana card. Could drivers still drive busses if they have this card? Klein replied that they could not. Boyd commented that any discipline related to this policy should be recorded. Peterson made a motion to approve the updated Drug and Alcohol Policy. Tollefson supported. Unanimously approved.

4. Consent Agenda A:

Grund inquired about the John Lyle.com advertising. Klein replied that he generates a book about the Upper Peninsula and we are advertised in it. Grund made a motion to Approve Consent Agenda A. Tollefson supported. Unanimously approved.

OLD OR NEW BUSINESS:

Klein commented on the Coordinated Plan. Powel Township has requested service one day a month to Big Bay and back. Klein is waiting for a reply from Powel Township in regards to what day they are looking to have service.

Klein commented that she will be out of town to attend the M.T.P Fleet Insurance meeting.

Klein reported that PASS Training will take place here at our facility with approximately 17 people on May 22nd-May 24th.

Klein reported that the employees have been attending CPR classes.

Klein inquired about setting a date for the next Negotiations Committee meeting. June 5th at 4pm.

Boyd requested that the drivers be spoken to about not resting on control armed wheel chairs. Klein replied that she would have this brought up at the next safety meeting.

PUBLIC COMMENT:

None

ADJOURNMENT:

Tollefson made a motion for adjournment at 7:00 p.m. Connors supported. Unanimously approved. Chairperson LaRue adjourned the meeting at 7:00 p.m.

Sincerely,

April Koski, Finance Officer