



BOARD MEETING MINUTES

Date: November 16th, 2017 Time: 6:00 p.m.

Call to Order:

Chairperson LaRue called the meeting to order at 6:00 p.m. on November 16th, 2017.

ROLL CALL:

Boyd	Connors	Grund	Kasper	LaRue	Perry
Peterson	Quayle	Weikel	Worth		

Others present: Klein and Richer

MINTUES:

Perry made a motion to approve the Board Meeting Minutes of October 19th, 2017 as presented. Boyd supported. Unanimously approved.

CONSENT AGENDA:

Quayle pulled A-Accounts Payable.

Boyd commented that on page two in regards to the KI Sawyer complaint it should read Marquette County not Marquette City.

Connors inquired about the Verizon cell phone bill charge. Klein explained that this in the on call cell phone used for emergencies.

Quayle commented that it looks like the plow truck is in a world of hurt. He inquired about the age of the truck. Klein commented that it is very old but we are trying to keep it up and running just to plow. She explained that we do have a new plow truck but we are trying to save that truck from the ware and tare. Quayle inquired if the employees that are plowing have a good handle on how to plow? Klein replied that yes they do. Quayle inquired if it was worth putting that kind of money into? Richer replied that yes it is. We can plow at our leisure instead of having a company that comes in the morning and then we don't see them again until late afternoon.

Weikel inquired about the transmission and drivetrain bill. They are the same thing so why two bills? Klein will look into it and get back to them.

Quayle inquired about the Auto Armor bill. This bill seems really high. Klein replied that this is a year supply of soap for the bus washer.

Quayle inquired about the Crossroads Truck Repair bills. \$10,955.00 what kind of fuel tank is this? Fuel tank for a bus? Quayle asked who goes over these bills? What is the process for this? Who approves this? Richer replied that the process starts with the Mechanic deciding what kind of problem and then what kind of parts. The Mechanic goes to the Foreman and then if it is a larger purchase the Foreman goes to April and Delynn to get permission for the purchase. LaRue asked Richer why the Foreman would go past him for the purchase? LaRue commented that you are in charge of the garage so they should be going to you first. Klein commented that the Foreman goes to April to make sure we have the funds to pay for the part(s). LaRue commented that they should go to Mike first so that when he comes to a meeting he has the answer in regards to the large purchase. Richer replied that he tries to give the Foreman the leeway to make those decisions. As far as the finance decision goes I am going to send them to April and Delynn anyways.

Quayle commented that I pull high ticket items and most times April knows what the purchase is for but sometimes she does not.

Quayle inquired about OK Industrials tool purchases. Are we trying to catch up on tool purchases? Klein replied that yes, he had not used all of his equipment budget yet so we told him to that he had to get the equipment they needed and stay within his budget. There is a little bit of a catch up and the end of the physical year. Richer commented that they keep a list of what they need throughout the year.

LaRue wanted Richer to explain that mechanics don't have the permission just to go spend \$10,000.00. Klein commented that no they do not have permission to do that.

Grund inquired about the Attorneys fees. She wanted to know if that is what they charged us for Negotiations? Klein replied that was only a portion of what they charged. The total came to approximately \$11,000.00.

Quayle commented on the Attorneys bills: once the phone rings and they pick it up the clock starts running. A few times he would conference in on the phone instead of being in the building. I asked April to provide copies of the bills to me and their bills are not very detailed. There are some things you could do is provide more training for negotiations. I felt neglectful this time but I did not have any training and was out of the loop. Klein commented that it was money well spent.

Perry made a motion to approve the Consent Agenda. Connors supported. Unanimously approved.

AGENDA:

LaRue made the addition of: 2. the review of the Bylaws and Interlocal agreement and 3. KI Sawyer complaint.

Quayle made a motion to approve the Agenda with the additions. Peterson supported. Unanimously approved.

PUBLIC COMMENT:

None

Action Items:

- 1. Report from the Personnel Committee:** Peterson reported that committee had met several times and we also did some communicating back and forth by phone. We addressed Klein's reviews of the Administration staff and also Klein's reviews. The Committee recommends a 4% pay increase and a job performance bonus of \$1500.00 for the staff retroactive back to October 1st, 2017. We felt our staff was very productive and that we have had a good backing from our staff. This is our recommendation 4% and \$1500.00 job performance bonus.

Quayle commented that he is concerned about this. Not that we don't have good people but basically going over this I did a couple things. I took their salaries and added the 4% and bonus and divided that out by 2080 hours. Normally Administration staff works over the 2080 hours but we are not provided with that information so I don't know about the hours. Klein came out to approximately \$32 per hour, Koski approximately \$26 per hour and Richer and Bancroft at about \$24-25 per hour with this increase. It appears to me that we are coming out at about a six percent increase. I think that this is high. What is happening in our area in the field according to the survey that the County did this amount is high. I inquired with the county to see if anybody was getting these types of increases and the reply was no. I did not go into any further detail in regards to calling other businesses, I just called the county. Second concern I have with the percentage instead of setting a dollar amount. Those legacy costs start going up. I think we should have measurable amounts for the staff. We talk about it every year and we never do it. We don't have in my opinion a good measurable tool to justify the percent increases and bonus.

LaRue commented that he called and talked to different townships here and down state in regards to what they do for their staff. They would not give it to me in writing but these prices are not out of line Mike. I am comfortable with it because I know what Marquette Township gets, Chocolay Township and Negaunee. The duties that we assign our staff here are in line with these raises.

Weikel commented that the 4% is inline but I caution with the performance bonus. There should be criteria that says this at this level you get \$500 at this level \$1000 etc. Examples like saving on expenses or addition of passengers.

Quayle we have done this every year and we never follow through with the performance bonuses criteria. This should be in conjunction with the staff.

Boyd commented that the Personnel committee should address these items with more time.

Peterson made a motion to approve the 4% pay increase and a \$1500 performance bonus for the staff retroactive back to October 1st, 2017. Connors supported. Quayle asked for a roll call vote.

Roll Call Vote:

Boyd: No Connors: Yes Grund: Yes Kasper: Yes LaRue: Yes Perry: Yes
Peterson: Yes Quayle: No Weikel: Yes Worth: Yes

8 to 2 the motion passes.

Grund commented that the Personnel Committee should meet soon to set the criteria for the staff so they know what is expected of them.

2. Review of the Bylaws and Interlocal agreement:

LaRue would like to postpone the nominating for the positions on the Board until next year. The county does not even decide who will be on the Board until their December meeting. We are losing three this year and five next year. Klein passed out a copy of the bylaws and interlocal agreement. Klein forwarded the information to the Attorney for his review. Klein commented that she thinks we should continue on with the way we have always done it by voting in November for the President, Vice President etc. LaRue disagrees and thinks it should not be voted on until January. LaRue commented that the Bylaws are very outdated.

Weikel made a motion to postpone the nominations until the new Board is established. Quayle supported. Peterson asked who will be in charge for the first meeting in January? Quayle commented that the County normally has a meeting on January 2nd to nominate members. Unanimously approved.

3. Complaint KI Sawyer passenger update:

LaRue reported that he received another complaint from the same person. Klein is going to have a meeting with the County to explain the five minute rule.

NEW BUSINESS:

Klein reported that she and Bancroft are going to again have a children's party on December 10th. We do get volunteers from some of our drivers as well.

Klein reported that they still have \$400 left from last year's employee party raffle. She is waiting to talk with the Union President to see if they are going to pitch in any funds for a party this year.

Klein thanked the Board for the get well card.

LaRue commented on the Safety awards. He commented that he thinks it is great that we were able to award that much for safe driving.

Quayle inquired about how hiring new drivers is going. Richer commented that we just ran through two groups of two. This time of year we do not do training with the weather. It is too hard to put someone in that position when we can't do enough yard work with them.

BOARD MEMBER COMMENTS:

Boyd inquired about the Auditors. Did the job go out for bid? Klein commented that we have the same auditors for this year but we can put it out for bid next year.

Boyd commented that not training in Marquette, Michigan in the winter limits us. Richer commented that trying to train drivers in the winter that have never driven these large busses is difficult. Boyd commented that this is a long time of the year to not train. Maybe we could train at the airport and take the lead for drivers training course. Not just Marq-Tran but other people needing training. This is something to think about.

Boyd commented about getting seat belts in the busses.

Peterson commented that the December meeting is on the 14th. Thank you to the Personnel Committee for their time and effort.

ADJOURNMENT:

Weikel made a motion for adjournment at 7:24 p.m. Boyd supported. Unanimously approved.

Sincerely,

April Koski, Finance