



BOARD MEETING MINUTES

Date: December 14th, 2017 Time 6:00 p.m.

Call to Order:

Chairperson LaRue called the meeting to order at 6:00 p.m. on December 14th, 2017.

ROLL CALL: Board Members Present

Boyd	Connors	Grund	Kasper	LaRue	Perry
Peterson	Quayle	Tollefson			

Others present: Staff-Klein, Executive Director & Richer, Operations Manager

MINUTES:

Peterson made a motion to approve the Board Meeting Minutes from November 16th, 2017 as presented. Kasper supported. Correction: Tollefson was excused for the November 16th, 2017 meeting. Weikel's absence is excused. Unanimously approved.

CONSENT AGENDA:

Quayle pulls A from Consent Agenda. Add to Action Item #5.

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

AGENDA:

Connors made a motion to approve the Agenda as presented. Grund supported. Unanimously approved.

PUBLIC COMMENT:

None

ACTION ITEMS:

- 1. Update Credit Card Policy:** Proposed credit card policy was distributed to Board Members. Klein explained to the Board that the policy will be in compliance with the State of Michigan.

Connors inquired about Marq-Tran accepting credit cards. Klein commented that the fees associated with a credit card machine would outweigh the little income we take in for ticket sales.

Tollefson made a motion to approve the credit card policy. Peterson supported. Unanimously approved.

- 2. Election of Board Officers:** Tabled until January 2018 no action needed on this.
- 3. Approval of 2018 Board Meeting Calendar:** Perry made a motion to approve the 2018 Board Meeting Calendar. Peterson supported. Unanimously approved.
- 4. Resolution of Appreciation:** Klein presented the Resolution of Appreciation to LaRue, Tollefson and Weikel.
- 5. A from the Consent Agenda:** Quayle inquired about the Dan Perkins bid. He inquired if we took any other bids. Klein replied that was for the Ishpeming office and we just went to him. Quayle inquired about Hiawatha Chef Supply bill-labor to repair sweeper/scrubber. What is this? Klein explained this is the machinery that cleans the garage floors. This included 3 hose assembly and did a total overhaul on this machine. Boyd commented on the computer for the Ishpeming location. Why was it so expensive? Klein commented that the Ishpeming computer needed to be replaced as the Marquette office emails ride sheets. Quayle made a motion to approve A from the Consent Agenda. Tollefson supported. Unanimously approved.

OLD OR NEW BUSINESS:

Klein reported that she received a MDOT 35 year Anniversary plaque.

Klein reported that the UPTP cancelled the meeting due to weather.

Klein reported that she attended a Rule Task Force Meeting today in Munising. This is the Road Commission and we received \$80,000 federal money and the state matches 20%.

Klein reported that Annual Application is due February 15th, 2018. We will need to have a Finance meeting for this.

Klein reported the Meijer's sent Marq-Tran a generic contract saying that we will be responsible for several things while in their parking lot. I called the Director in Escanaba and asked if he had to sign an agreement to enter the parking lot. He has not signed anything. I had an Attorney look at it and this contract is making us responsible for slip and falls. I do not think we should sign this. I just received a response from the Attorney today that I need to take a look at.

Klein reported the Mrs. Worth called and she is resigning from the Board. She will be sending in a letter. She has one year remaining on the Board.

Klein commented that they had the children's Christmas party last weekend and a great time was had by all.

Klein reported that the adult party will not be taking place as the union has opted out of putting in any funding. There is \$400 left from last year's raffle so perhaps a lunch in the summer.

BOARD MEMBER COMMENTS:

Quayle commented about the accidents reported each month. Maybe the Accident Review Board should take these more seriously, especially if it is the same driver. Klein commented that she reviews these to determine if they are at fault or not and if at fault their safety award gets lowered.

LaRue asked Richer if he talks with the drivers if they have several incidents. Richer replied that he reviews the tapes. There are some incidents when the bus is following to close but there are also incidents when cars pull out in front of the busses and they have to stop fast.

Connors commented that the Bylaws are not up to date. Klein replied that she can change some laws but they can't contradict the Interlocal Agreement.

Boyd commented about seat belts on the bus to avoid personal injury. We should be making an effort to offer seat belts on the busses. Items over \$1,000.00 like the computer from 906 Technologies for the Ishpeming office. Do we really need that much storage on a computer? Perhaps shopping around for prices would be better.

Klein replied that busses are built in compartments and there for do not require seat belts. Boyd replied that if the busses were built so good you would not have people bouncing off the seats all the time.

Richer commented that we have not had that incident happen on a New Flyer. These incidents happen on busses that already have seat belts.

Boyd commented that at high way speeds even on the New Flyers that is a frightful thought with no seat belts. Boyd commented that if you apply common sense to it you need seat belts.

Klein commented that Boyd was one of the first ones to sign a waiver to not use a seat belt when we had passengers sign waivers.

Boyd replied that he does not want to personalize this. If I have a chair belt on I feel safe.

Kasper commented on the Operating Summaries. It seems that we always have a negative passenger count.

Richer replied that we have been looking at that as well. We are looking into doing a "free day" ad and campaign. Along with the free day having an extra driver on the bus and have people at the Transfer Center. This way the extra person can answer questions. We are also looking at training for passenger counts. Our drivers use the bathroom at the Transfer Center and I think there may be many passengers jumping on the bus while the driver is inside. We are trying to come up with ideas to help with this.

Kasper commented that we should perhaps advertise the fact the NMU students ride free.

Richer commented that they are looking at working with NMU to advertise this.

Peterson commented that on TV last week he seen Marq-Tran helping out with the gas leak and also the food pantry. It is nice to see this.

Tollefson commented that is has been a pleasure being on the Board for the past six years.

LaRue commented that he would like to see more done with the website. I think we should look for a GPS grant. I would like to thank everybody for the last six years.

ADJOURNMENT:

Tollefson made a motion for adjournment at 6:57 p.m. Peterson supported. Unanimously approved.

Sincerely,

April Koski, Finance Officer