

ROSCOMMON COUNTY TRANSPORTATION AUTHORITY

A regular meeting of Roscommon County Transportation Authority was held 10:00 a.m., December 14, 2021 at the Roscommon County Transportation Authority Main Office at 2665 S. Townline Rd. Houghton Lake, MI 48629. Board Members Present: Chairperson Al Schultz, Secretary/Treasurer Cliff Wood, Cherie Johnson, Michael Purkey, Shawn Petri, Richard Koupal, Jodi Valentino. Board members absent:none. Others Present: Steven Dubois- Executive Director, Operations Manager Nichole King. Motion made by Shawn Petri, supported by Cliff Wood, to approve amended agenda of December 14, 2021 Regular Board Meeting. All members present in support. Motion carried. Motion made by Cherie Johnson, supported by Shawn Petri, to approve regular board meeting minutes of November 9, 2021. All members present in support. Motion carried. Motion made by Mike Purkey, supported by Cliff Wood, to authorize Claims and Accounts, Class A bills, Payroll and Payroll liabilities for period ending 11/31/2021. Roll call vote: CJ-Y, MP-Y, CW-Y, AS-Y, RK-Y, JV-Y, SP-Y. Motion carried. Motion made by Richard Koupal, supported by Cherie Johnson, to accept and place on file the Trial Balance Sheet of 11/31/2021, Comparison Balance Sheet dated 11/31/2021, and System Wide Monthly Reports through 11/31/2021. All members present in support. Motion carried. Motion made by Shawn Petri, supported by Michael Purkey, to accept and place on file the Investment Summary Report dated 11/31/2021. All members present in support. Motion carried.

Unfinished Business:

1. Facility building project-update- propane station/security rfp- Motion made by Cherie Johnson, supported by Cliff Wood to hire Thomas O'Brien- Architect for our architectural services as discussed relating to our new bus storage facility for an estimated cost of \$43,000. Roll call vote: MP-Y, SP-Y, JV-Y, AS-Y, CW-Y, CJ-Y. Motion passed.

New Business:

1. Welcome Jodi Valentino- Representative from local government
2. Rohr- updated fuel dispenser quote- Motion made by Richard Koupal, supported by Cliff Wood to replace gasoline dispenser as discussed for an additional estimated cost of \$8,918.00. Roll call vote: SP-Y,RK-Y,JV-Y, AS-Y,CW-Y,CJ-Y,MP-Y. Motion passed.
3. Seatbelt usage on our vehicles- discussion, Motion made Shawn Petri, supported by Michael Purkey to create a seatbelt policy Effective April 1, 2022 requiring the usage of seatbelts for all passengers riding on Roscommon County Transportation Authority vehicles. Roll call vote: CW-Y, CJ-Y, MP-Y, SP-Y, RK-Y,JV-Y,AS-Y Motion passed.
4. Power MI fleet program discussion
5. FY2023 budget- Motion made by Cherie Johnson, supported by Shawn Petri to approve budget as presented. Roll call vote: MP-Y, CJ-Y, CW-Y, AS-Y, JV-Y, RK-Y, SP-Y. Motion passed.
6. FY2023 Contract clauses certification, Motion made by Michael Purkey, supported by Cliff Wood to approve and sign the FY2023 contract clauses certification. Roll call vote: SP-Y, RK-Y, JV-Y, AS-Y, CW-Y, CJ-Y, MP-Y. Motion passed.
7. FY2023 Resolution of intent, Motion made by Shawn Petri, supported by Richard Koupal to approve and sign FY2023 resolution of intent. Roll call vote: RK-Y, SP-Y, MP-Y, CJ-Y, CW-Y, AS-Y, JV-Y. Motion passed.
8. TAPTCO- Discussion and motion made by Shawn Petri, supported by Cherie Johnson to purchase cdl and driver training program for a total of \$9,975, Roll call vote: MP-Y, CJ-Y, CW-Y, AS-Y, JV-Y, RK-Y, SP-Y Motion passed.

Correspondence:

1. Letter from CCMSI- 11-23-2021

Director's Report:

1. Covid update
2. Unlimited monthly ride passes/package run totals

Public Comment:

Board Comment:

Welcome Jodi

Adjourn: Motion by Jodi Valentino, supported by Shawn Petri, to adjourn meeting at 11:07 a.m. All members present in support. Motion carried.

Next Regular Meeting at the Roscommon County Transportation Authority offices 2665. S. Townline Rd.
Houghton Lake, MI 48629 January 11, 2022 at 10:00 a.m.