

Roscommon County Transportation Authority

A regular meeting of Roscommon County Transportation Authority was held at 10:00 a.m., October 10, 2023 at the Roscommon County Transportation Authority Main Office at 2665 S. Townline Rd. Houghton Lake, MI 48629. Board Members Present: Chairperson Al Schultz, Vice Chair Cherie Johnson, Secretary/Treasurer Cliff Wood, Jodi Valentino, Richard Koupal, Shawn Petri, Michael Purkey. Board members absent: None. Others Present: Steven Dubois- Executive Director, Financial Coordinator Tim Blair, Thomas Obrien, Michelle Stevenson. Motion made by Michael Purkey, supported by Shawn Petris, to approve agenda of October 10, 2023 regular board meeting. All members present in support. Motion carried. Motion made by Jodi Valentino, supported by Cliff Wood, to approve regular board meeting minutes of September 12, 2023. All members present in support. Motion carried. Motion made by Richard Koupal, supported by Cherie Johnson, to approve Claims and Accounts, Class A bills, Payroll and Payroll liabilities for period ending 9/30/2023. Roll call vote AS-Y, CW-Y, CJ-Y, RK-Y, SP-Y, JV-Y, MP-Y. Motion carried. Motion made by Richard Koupal, supported by Michael Purkey, to accept and place on file the Trial Balance Sheet of 9/30/2023, Comparison Balance Sheet dated 9/30/2023, and System Wide Monthly Reports through 9/30/2023. All members present in support. Motion carried. Motion made by Cliff Wood, supported by Jodi Valentino, to accept and place on file the Investment Summary Report dated 9/30/2023. All members present in support. Motion carried. Motion made by Shawn Petri, supported by Jodi Valentino to move to new business discussion topic #1. All members present in support motion passed.

New Business:

1. Facility building project tax- discussion
Motion made by Shawn Petris, supported by Cherie Johnson to share legal opinion with contractor and negotiate a conclusion regarding tax issue. Roll call vote: SP-Y, RK-Y, JV-N, AS-Y, CW-Y, MP-Y. Motion carried.

Unfinished business:

1. Upcoming board appointments expirations- reappointed members were sworn in
2. Administrative manual- discussion
3. Hourly manual- discussion and motion made by Jodi Valentino, supported by Cherie Johnson to accept updated Admin and hourly manuals. All present in favor, motion passed.
4. Director contract- discussion director requested closed session for discussion.

Closed Session:

Motion made by Shawn Petri, supported by Cherie Johnson to enter closed session to discuss director contract. Roll Call vote: MP-Y, CJ-Y, CW-Y, AS-Y, JV-Y, RK-Y, SP-Y. Motion Passed.

Open Session:

Motion made by Cherie Johnson, supported by Shawn Petri to accept and sign director contract as discussed. Roll Call Vote: CJ-Y, CW-Y, AS-Y, JV-Y, RK-Y, SP-Y, MP-Y. Motion passed.

New Business:

1. Mdot contract 2022-0127 P9- Motion made by Michael Purkey, supported by Shawn Petri to approve, and sign contract. Roll Call Vote: CJ-Y, CW-Y, AS-Y, JV-Y, RK-Y, SP-Y, MP-Y Motion passed.

Correspondence:

1. none

Director's Report :

1. Facility building project update
2. Annual audit scheduled Nov. 28-29

Public Comment:

None

Board Comments: Shawn and Jodi will not be attending the annual meeting

Adjourn: Motion by Richard Koupal, supported by Michael Purkey, to adjourn meeting. All members present in support. Motion carried.

Next Regular Meeting at Roscommon County Transportation Authority offices 2665 S. Townline Road, Houghton Lake, MI 48629, November 14, 2023 at 10:00 a.m.