

ROSCOMMON COUNTY TRANSPORTATION AUTHORITY

A regular meeting of Roscommon County Transportation Authority was held 10:00 a.m., October 12, 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. Board members absent: none. Others Present: Steven Dubois- Executive Director, Operations Manager Nichole King, Michelle Stevenson- county clerk. Motion made by Cherie Johnson, supported by Shawn Petri, to approve amended agenda of October 12, 2021 Regular Board Meeting. All members present in support. Motion carried. Motion made by Michael Purkey, supported by Cliff Wood, to approve regular board meeting minutes of September 14, 2021 and special board meeting minutes of October 4, 2021. All members present in support. Motion carried. Motion made by Cherie Johnson, supported by Shawn Petri, to authorize Claims and Accounts, Class A bills, Payroll and Payroll liabilities for period ending 9/30/2021. Roll call vote: CJ-Y, MP-Y, CW-Y, AS-Y, SP-Y. Motion carried. Motion made by Michael Purkey, supported by Cliff Wood, to accept and place on file the Trial Balance Sheet of 9/30/2021, Comparison Balance Sheet dated 9/30/2021, and System Wide Monthly Reports through 9/30/2021. All members present in support. Motion carried. Motion made by Shawn Petri, supported by Cherie Johnson, to accept and place on file the Investment Summary Report dated 9/30/2021. All members present in support. Motion carried. Michelle Stevenson was here to swear in reappointed board members. Board members sworn in were Al Shultz and Shawn Petri.

Unfinished Business:

1. Facility building project-updated A&E rfp- Motion made by Shawn Petri, supported by Cherie Johnson to accept bid from Rohr in the amount of \$9,125.00 to move existing light pole and add crash posts to north side of propane tank to create additional parking. Roll call vote: CJ-Y,CW-Y,RK-Y,AS-Y,MP-Y, SP-Y
2. Lightning strike update
3. Open board seat- representative from local government- interview next meeting
4. Entrance renovation- Motion made by Michael Purkey, supported by Cliff Wood to accept bid from Ripke Construction in the amount of \$29,375.00 to reconstruct front entrance at main building.
5. Directors performance review- due Oct. 1st –Great job, All reviews, all 5's- Motion made by Michael Purkey, supported by Shawn Petri to give director an increase in base pay by 2% from \$61,104.75/yr to \$62,326.85/yr. effective October 1,2021. Roll call vote: SP-Y, CW-Y, CJ-Y, MP-Y, RK-Y, AS-Y. Motion passed.

New Business:

1. Vehicle maintenance policy update- Motion made by Cherie Johnson, supported by Richard Koupal to accept changes made to vehicle maintenance policy and vehicle service schedule as presented. Roll call vote: AS-Y, CW-Y, CJ-Y, MP-Y, SP-Y, RK-Y Motion carried.

Correspondence:

1. FY2019 5311 operating closeout summary
2. CE exclusion letter- Elaine Luo- Mdot

Director's Report:

1. Fill the bus October 22 at Walmart 7:30 am to 6:30 pm
2. Save the date- December 11,2021 RCTA 40th anniversary employee celebration- semiformal
3. Unlimited monthly ride passes/package run totals
4. Mobility manager program up 271% over FY2020

Public Comment:

None

Board Comment:

Adjourn: Motion by Cherie Johnson, supported by Shawn Petri, to adjourn meeting at 10:55 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 November 9, 2021 at 10:00 a.m.