

# ROSCOMMON COUNTY TRANSPORTATION AUTHORITY

A regular meeting of Roscommon County Transportation Authority was held at 10:00 a.m., November 10, 2020 at the Roscommon County Transportation Authority 2665 S. Townline Rd. Houghton Lake, MI 48629. Board Members Present: Chairperson Al Schultz, Vice-Chairman David Udy, Secretary/Treasurer Cliff Wood, Richard Koupal, Michael Purkey, Board members absent: Shawn Petri and Cherie Johnson. Public Present: None Others Present: Steven Dubois – Executive Director, Nichole King Operations Manager, Motion made by David Udy supported by Michael Purkey, to approve agenda of November 10, 2020 Regular Meeting. All members present in support. Motion carried. Motion made by David Udy, supported by Richard Koupal, to approve regular board meeting minutes of October 13, 2020. All members present in support. Motion carried. Motion made by David Udy, supported by Richard Koupal, to approve annual board meeting minutes of October 13, 2020. All members present in support. Motion carried. Motion made by Cliff Wood, supported by Michael Purkey, to authorize Claims and Accounts, Class A bills, Payroll and Payroll liabilities thru 10/31/2020. All members present in support. Motion carried. Motion made by Michael Purkey, supported by Cliff Wood, to accept and place on file the Trial Balance Sheet, Comparison Balance Sheet, and System Wide Monthly Reports through 10/31/2020. All members present in support. Motion carried. Motion made by Richard Koupal, supported by Cliff Wood, to accept and place on file the Investment Summary Report dated 10/31/2020. All members present in support. Motion carried.

## **Unfinished Business:**

1. Directors performance review: Motion made by Cliff Wood, supported by David Udy to increase director's salary 3% from \$59,325.00 to \$61,104.75/yr. effective October 1,2020. Roll call vote: DU-Y, MP-Y,RK-Y,CW-Y,AS-Y All members present in support, motion carried.

## **New Business:**

1. Repair garage door-roll up door-Motion made by David Udy, supported by Michael Purkey to approve the replacement of roll up door with Earls building supply in the amount of \$7,350.00. All members present in support, motion carried.
2. Covid barriers for buses- Motion made by David Udy, supported by Richard Koupal to equip entire fleet of buses with passenger barriers between each seat and a driver barrier in the MV-1 van at an approximate cost of \$35,000.00. All members present in support, motion carried.
3. Narcan discussion

## **Correspondence:**

1. Michelle Stevenson- county board appointments- Board members appointed will make appointment with clerk for official swear in.
2. Mdot notice of Title VI review and approval
3. FY2020 5339(b) facilities- discretionary funding for RCTA

## **Director's Report:**

1. Cloud based phone system update- motion made by David Udy, supported by Richard Koupal to approve and award cloud based phone system to Abadata at a cost of \$7,193.04 with a monthly recurring cost of \$346.15. All members present in support, motion passed.
2. Coronavirus- Covid-19-update-
3. Unlimited Monthly Ride Passes/ package run totals
4. FY2020 audit scheduled Nov. 18-20
5. Dynamic bus ads- update

**Public Comment:** none

**Board Comments:** David Udy made comment to the Trial balance report showing zeros on all closed accounts. Will check with Jim Anderson to see if those accounts can be removed and report back next meeting.

**Adjourn:** Motion by Cliff Wood, supported by Richard Koupal, to adjourn meeting at 1:10 a.m. All members present in support. Motion carried.

Next Regular Meeting at the Roscommon County Transportation Authority Main office 2665 S. Townline Rd Houghton Lake, MI 48629, Decmeber 8, 2020 10:00 a.m.