

# ROSCOMMON COUNTY TRANSPORTATION AUTHORITY

A regular meeting of Roscommon County Transportation Authority was held at 10:00 a.m., November 12, 2019 at the Roscommon County Transportation Authority 2665 S. Townline Rd. Houghton Lake, MI 48629. Board Members Present: Vice-Chairman David Udy, Secretary/Treasurer Cliff Wood, Michael Purkey, Richard Koupal, Cherie Johnson and Shawn Petri. Board members absent: Chairperson Al Schultz, Public Present: Michelle Stevenson- Roscommon County Clerk. Others Present: Steven Dubois – Executive Director, Emily Smith Financial Coordinator, Motion made by Shawn Petri, supported by Cherie Johnson, to approve agenda of November 12, 2019 Regular Meeting. All members present in support. Motion carried. Motion made by Shawn Petri, supported by Mike Purkey, to approve regular and annual board meeting minutes of October 1, 2019. All members present in support. Motion carried. Motion made by Shawn Petri, supported by Richard Koupal to recite the RCTA mission statement after the pledge of allegiance at each meeting moving forward. All members present in support, Motion carried. Motion made Cliff Wood, supported by Mike Purkey, to authorize Claims and Accounts, Class A bills, Payroll and Payroll liabilities thru 10/31/2019. All members present in support. Motion carried. Motion made by, Cherie Johnson, supported by Shawn Petri, to accept and place on file the Trial Balance Sheet, Comparison Balance Sheet, and System Wide Monthly Reports through 10/31/2019. 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 10/31/2019. All members present in support. Motion carried.

## **Unfinished Business:**

1. Michelle Stevenson swore in Richard Koupal and Shawn Petri to another 2 year term expiring in October 2021.
2. Directors' performance evaluation- discussion- overall 94 out of 100- good job- evaluation of pay to be determined next board meeting.

## **New Business:**

1. Union has met with director with list of negotiable items- personnel committee meetings to be scheduled to discuss further.

## **Correspondence:**

1. Mdot disposal letter old bus#5,27

## **Director's Report:**

1. Jim Anderson- Yearly Audit scheduled for November 18,19,20<sup>th</sup>
2. Roscommon EOC training- MICIMS
3. Mdot 101 training
4. New Mdot project manager
5. October fill the bus Oct. 18<sup>th</sup> was a success
6. Old bus#22,#5,#27 disposed
7. Website update- online scheduling now available- board to be listed on website as well

**Public Comment:** Michelle Stevenson- there are going to be 3 elections next year. March, August and November

**Board Comments:** COOR ISD has a new facebook page, May-National Transportation Week- hold open house during that time

**Adjourn:** Motion by Shawn Petri, supported by Cherie Johnson, to adjourn meeting at 10:32 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, December 12, 2019 10:00 a.m.