

# ROSCOMMON COUNTY TRANSPORTATION AUTHORITY

A regular meeting of Roscommon County Transportation Authority was held at 10:00 a.m., September 13, 2022 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, Richard Koupal, Michael Purkey, Jodi Valentino, Shawn Petri. Board members absent: None. Others Present: Steven Dubois- Executive Director, Operations Manager Nichole King, Vanessa Varner- Roscommon County Emergency Manager. Motion made by Cherie Johnson, supported by Michael Purkey, to approve amended agenda of September 13, 2022 Regular Board Meeting. All members present in support. Motion carried. Motion made by Richard Koupal, supported by Shawn Petri, to approve regular board meeting minutes of August 16, 2022. All members present in support. Motion carried. Motion made by Jodi Valentino, supported by Cliff Wood, to authorize Claims and Accounts, Class A bills, Payroll and Payroll liabilities for period ending 8/31/2022. Roll call vote MP-Y, CJ-Y, CW-Y, AS-Y, RK-Y, JV-Y SP-Y. Motion carried. Motion made by Cliff Wood, supported by Shawn Petri, to accept and place on file the Trial Balance Sheet of 8/31/2022, Comparison Balance Sheet dated 8/31/2022, and System Wide Monthly Reports through 8/31/2022. All members present in support. Motion carried. Motion made by Cherie Johnson, supported by Jodi Valentino, to accept and place on file the Investment Summary Report dated 8/31/2022. All members present in support. Motion carried.

## Unfinished Business:

1. Facility building project-update- Motion made by Shawn Petri, supported by Michael Purkey, to accept bid from Porath Contracting for \$13,750.00 for removal of trees and stumps from area where new garage will be constructed. Roll call vote MP-Y, CJ-Y, CW-Y, AS-Y, RK-Y, JV-Y SP-Y. All members present in support. Motion carried.
2. Camera system, Building security system, Keycard access system update-
3. Upcoming board appointments expirations-
4. Director performance evaluation-

## New Business:

1. FY2023 Budget Revision-Motion made by Cherie Johnson, supported by Michael Purkey to accept and approve revised budget as presented. Roll call vote MP-Y, CJ-Y, CW-Y, AS-Y, RK-Y, JV-Y SP-Y. Motion carried.
2. MDOT Contract 2022-0127/P5-Discussion and Motion- Motion made by Cherie Johnson, supported by Shawn Petri, to accept and sign Mdot contract 2022-0127/P5. All members present in support. Motion carried.
3. Michigan Class- Discussion- Motion made by Jodi Valentino, supported by Cheri Johnson, to appoint the Finance Committee to serve as the Investment Committee for compliance with the RCTA Investment Policy. Roll call vote MP-Y, CJ-Y, CW-Y, AS-Y, RK-Y, JV-Y SP-Y. Motion carried.
4. Michigan Paid Sick leave- Discussion
5. IT Support Contract- Motion made by Richard Koupal, supported by Michael Purkey to accept and sign IT support quotes from Abadata as presented, effective October 1, 2022. Roll call vote MP-Y, CJ-Y, CW-Y, AS-Y, RK-Y, JV-Y SP-Y. Motion carried.

## Correspondence:

1. Mdot 2017-0120P12 Closeout Summary
2. Mdot Accessibility Plan Update
3. Mdot FY2023 Revised Budget Approval

## Director's Report:

1. October fill the bus
2. Mdot Annual Conference- Crystal mountain August 21<sup>st</sup> -25<sup>th</sup>- Alternative Fuel tax credit is back

**Public Comment:**

Vanessa Varner – Emergency Manager wanted to introduce herself to the board

**Board Comment:**

Motion made by Shawn Petri, supported by Cliff Wood to go into closed session for purpose of employee contract discussion at 11:10 a.m. All members present in support. Motion carried

Motion made by Shawn Petri, supported by Jodi Valentino to come out of closed session at 11:26 a.m. All members present in support. Motion carried

Motion made by Jodi Valentino, supported by Cliff Wood to set Executive Directors salary at \$75,000.00/yr. Director will no longer be eligible for CARES/CRRSA/ARPA Act Bonus starting October 1, 2022. Roll call vote MP-Y, CJ-Y, CW-Y, AS-Y, RK-Y, JV-Y SP-Y. All members present in support. Motion carried.

**Adjourn:** Motion by Michael Purkey, supported by Cliff Wood, to adjourn meeting at 11:35 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 October 11, 2022 at 10:00 a.m.