

ALTRAN MINUTES

December 19, 2023

Altran Office

11:00am

Munising, MI

Call to Order

The meeting was called to order by Dan Malone at approximately 11:00am

Roll Call

Members Present:

Dan Malone

Marianne Laskay

Cathy Pullen

Jerry Doucette

Members Absent:

Victoria Petruske

Staff:

Paige Eaton

Valerie Goings

Erich Fix

Public in attendance: Neil Pokela

Approval of Agenda

MOTION-Pullen made a motion to approve the agenda, supported by Doucette.

Ayes- Malone, Doucette, Laskay, Pullen Nays-None. Absent-Petruske.

Public Comments

None.

Approval of Minutes- October

MOTION- Laskay made the motion to approve the minutes, supported by Pullen.

Ayes- Malone, Doucette, Laskay, Pullen Nays-None. Absent-Petruske.

Approval of Expenditures- October & November

MOTION- Laskay made the motion to approve the expenditures as presented, supported by

Doucette. Ayes- Malone, Doucette, Laskay, Pullen Nays-None. Absent-Petruske.

Approval of Financial Report- October & November

MOTION- Laskay made the motion to approve the financial report as presented, supported by

Doucette. Ayes- Malone, Doucette, Laskay, Pullen Nays-None. Absent-Petruske.

Director's Report

- a. Mechanic hired
- b. Escanaba Shopping Shuttle Pilot December 18th
 - i. Radio Results Network Radio Interview
- c. MIWorks Resource Meeting
- d. Meeting with Mazzeli – FY24Health Insurance update approx. 9% increase
- e. FY23 Audit Underway
- f. MDOT Annual Application
- g. Staff Meeting, December 20th

Correspondence

- a. Anderson, Tackman & Co - Audit Engagement Letter
- b. Anderson, Tackman & Co - Professional Standards Letter
- c. Approval of Title VI Ltr
- d. FY24 Specialized Services Contract

Committee Report

None.

Old Business

- a. Board Member Attendance Virtually- more time needed responses not received yet would like to continue as is for now.
- b. Revised Articles of Incorporation awaiting signatures & seal

New Business

- a. Board Term Limits – reviewed
- b. Board Meeting Dates Set
- c. Revised FY2023 Budget – to balance individual line items
 - i. RTAP Revenue Adjusted due to actual increase received

MOTION- Laskay made a motion to approve changes to budget, supported by Pullen.

- d. Revised Annual Leave Policy/Overtime/Holidays/Funeral Leave/Jury Duty

MOTION- Doucette made a motion to enter closed session to discuss policy changes, supported by Pullen. Roll call vote: Laskay – Aye, Doucette – Aye, Pullen – Aye, Malone – Aye, Petruske – absent. Entered closed session at 11:30a.m.

MOTION- Pullen made a motion to exit closed session at 12:16pm, supported by Laskay. Roll call vote: Laskay – Aye, Doucette – Aye, Pullen – Aye, Malone – Aye, Petruske – absent.

MOTION- Laskay made a motion to accept policy changes as retyped by Eaton, supported by Pullen. Roll call vote: Laskay – Aye, Doucette – Aye, Pullen – Aye, Malone – Aye, Petruske – absent.

- e. Neil Pokela – 504 Request (Pokela left meeting prior to discussions due to another commitment). After discussions the Board determined that Pokela’s first 504 Request (to attend employee trainings) was denied. Pokela’s second 504 Request for informational postings within the community was approved. It was approved that additional postings can be found at the Alger County Courthouse bulletin board and the Altran Passenger Transfer Station. There were no questions and answers to be noted due to Pokela’s absence.

MOTION – Laskay made a motion to deny Pokela’s 504 Request to attend employee trainings, supported by Doucette. Roll call vote: Laskay – Aye, Doucette – Aye, Pullen – Aye, Malone – Aye, Petruske – absent.

MOTION – Pullen made a motion to approve Pokela’s 504 Request for additional informational postings within the community, supported by Doucette. Roll call vote: Laskay – Aye, Doucette – Aye, Pullen – Aye, Malone – Aye, Petruske – absent.

Public Comments

None.

Board Comments – Doucette wished everyone a happy and safe holiday season.

Next Meeting Date- January 16, 2024 - 11:00am

Adjournment

MOTION- 12:37pm meeting adjourned- Laskay made motion to adjourn, supported by Doucette. Ayes- Malone, Doucette, Laskay, Pullen Nays-None. Absent-Petruske.

Signature- Chairperson

Date