

ALTRAN MINUTES

March 19, 2024

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:

Members Absent:

Staff:

Dan Malone

Paige Eaton

Jerry Doucette

Valerie Goings

Cathy Pullen

Marianne Laskay

Victoria Petruske

Approval of Agenda

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

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

Public Comments

None.

Approval of Minutes- February

MOTION- CP made the motion to approve the minutes, supported by Doucette.

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

Approval of Expenditures- February

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

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

Approval of Financial Report- February

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

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

Director's Report

- a. State of MI Proposed Transportation Budget- Incorrect numbers were included with the annual applications sent out. After receiving all the annual applications the state found an issue with being able to fund applications as presented. They do not have the correct numbers yet however suggested reviewing FY25 budget when new figure are presented.
 - i. FY25 = 9.4% decrease in funding = \$94,983 (\$68,850) deficit
 1. Sent letter to McBroom & Hill- will get copies to members that would like to read it and draft a letter themselves also.
- b. Change date of next Board Mtg due to RTMW or have Val Present? Change to April 9th works for all.
- c. Publication of Articles of Inc. Cost = \$1691.75- just an FYI
- d. Investments- MI Class investments are looking good and earning at a great rate.
- e. Working w/Brian, Project Mgr on Capital Projects

- i. Reallocating left over money, Flex Project changes, condensing projects FY2022, 23 & 24 & vehicle \$ increase
- ii. Requesting an extension on contract for Dispatching software- We don't have everything up and running, therefore we are not ready to pay contract total until everything is running smoother.
- iii. Revising Policy on use of Electronic Devices (see below correspondence)
- iv. FY23 Audit Update- sent a reminder checking in Mike is working hard to get this completed in a timely manner.
- v. UPCAP paid medical ride- No news regarding dialysis patient's transportation.
- vi. FOIA Openbooks The Books- responded with requested information and received an email back stating the request has been satisfied.

Correspondence

- a. Neil Pokela – Thank you Email
- b. FY2025 MDOT Acknowledgment Funding Ltr
- c. MTP Risk Management Information Re: Wearables
- d. Approval Ltr – Vehicle Maintenance Plan
- e. Approval Ltr – Vehicle Accessibility Plan

Committee Report

None.

Old Business

- a. Types of Public Transit Agencies (informational) - Handed out booklets of the different ways transportation can be organized.

New Business

- a. Review of Policy #1.87 Paid Weather Days- Doucette made a motion to approve policy as written, supported by Pullen.
(Petruske left for an appointment)
Ayes- Malone, Doucette, Pullen and Laskay. Nays-None. Absent-None.
- b. Chuck Lindstrom – Consultant (Capital Projects)-Requesting the board approval to pay Chuck to help with the contract we have for new/replacement of radios. Will send out emails to see if anyone in city, county, or outlying townships could use our old radios. Pullen made a motion to hire Chuck to help with the radio contract, supported by Laskay.
Ayes- Malone, Doucette, Pullen and Laskay. Nays-None. Absent-Petruske.

Public Comments

None.

Board Comments – Pullen “Any word on street warms?”

Eaton “Haven't started on that quiet yet.”

Next Meeting Date- April 9, 2024 - 11:00am

Adjournment

MOTION- 11:45a meeting adjourned- Laskay made motion to adjourn, supported by Pullen.
Ayes- Malone, Doucette, Pullen and Laskay. Nays-None. Absent-Petruske.

Signature- Chairperson

Date