



Benzie Transportation Authority - Meeting of Board of Directors

Tuesday, December 15, 2020 5:30 - 7:00 p.m.

14150 US Highway 31, Beulah, MI 49617

Minutes approved as presented February 16, 2021

1. Welcome Guests Call to Order by Chair Amy Herczak at 5:30PM
2. Roll Call: Jennifer Kolinske-present, Anne Noah-present, John Morse-present, Amy Herczak-present, Evan Warsecke (ex-officio)-present, Susan Kirkpatrick-present, Jeff Patky-present. Irene joined at 5:34PM Staff Present: Bill Kennis, Jessica Carland Wendy Wedemeier, Chad Hollenbeck and Nancy Hunt.
3. Approval of Agenda: **Motion** by Jennifer and supported by Susan to approve agenda as amended adding Chamber under New Business as c. and Iron Man as d. Roll call vote: Anne Noah-yes, John Morse-yes. Amy Herczak-yes, Jennifer Kolinske-yes, Susan Kirkpatrick-yes, Jeff Pataky-yes. Irene not yet present. All ayes, **motion carried**.
4. Public Comment: None
5. Approval of August 18, 2020 Meeting Minutes: **Motion** by John and supported by Susan to approve August 18, 2020 Meeting Minutes as presented. Roll call vote: Anne Noah-yes, John Morse-yes. Amy Herczak-yes, Jeff Pataky-yes, Jennifer Kolinske-yes, Susan Kirkpatrick-yes. Irene not yet present. All ayes, **motion carried**.
6. Approval of October 20, 2020 Meeting Minutes: **Motion** by Jennifer and supported by John to approve October 20, 2020 Meeting Minutes as presented. Roll call vote: Susan Kirkpatrick-yes, Anne Noah-yes, John Morse-yes. Amy Herczak-yes, Jeff Pataky-yes Jennifer Kolinske-yes. Irene not yet present. All ayes, **motion carried**.
7. Chairwoman's Report
 - a. Manager's Reports: E.D., Ops., M.M. –Exciting time for Benzie Bus. We are being considered to partner with the Health Department as being a Point of Dispensation (POD) for COVID Immunizations. Chad is working on completing the undercarriage wash. Dispatchers are enjoying working from home. Jessica has been appointed to the Frankfort Chamber Board of Directors. Crystal Mountain job fair attendance was down this year due to COVID. They are having drive up job fairs and those have been successful.
 - b. E.D. Search- No new updates
8. 2021 Goals- There was discussion on the goals and Jessica shared how she will be tracking these goals throughout the year. The Board will like for us to ask the auditor to put in writing, his recommendation on reserves. **Motion** by John and supported by Susan to approve the 2021 Benzie Bus Goals as amended, changing the Financial Goal of saving 3% to having 4-6 months' worth of operating budget in reserve. Roll call vote: Anne Noah-yes, John Morse-yes. Amy Herczak-yes, Jeff Pataky-yes Jennifer Kolinske-yes, Susan Kirkpatrick-yes. Irene-yes. All ayes, **motion carried**.
9. Committee Reports
 - a. Marketing- Have been focusing on Ecolane and Ski and Ride. Committee is working on educating the public that we are social distancing and sanitizing and that it is safe to ride Public Transit even during a Pandemic.

b. Finance

1. Monthly Financials-Two months into the new fiscal year. We are on budget.
2. CARES 9% additional funding- Some funds were held back by MDOT and are now being released after a lot of consideration on their part. We are receiving \$159k that can be used for capital or operational purchases but we were required to declare our plan within 2 weeks. Money must be spent within 3 years. We chose to use these funds to purchase a trolley. We have been approved by MDOT and will next be going out for bid. The hope is to have it operational in time to use for the Iron Man this summer.
3. Future MDOT funding- Budget's will now be capped out. If we go over on a quarterly budget, there will be no additional funds given for growth. Brief discussion about reserve funds and future millage.
4. MERS Defined Contribution Defined Benefit agreement Addendum- MERS is requiring that these addendums be verified by the Board. **Motion** by Jeff to verify and approve the addendums as presented. Support by Jennifer. Roll Call vote: Anne-yes, John-yes, Irene-yes, Susan-yes, Jennifer-yes, Amy-yes, Jeff-yes. All ayes, **motion carried**.
5. Dress Guidelines Policy- Several minor changes.
6. Service Animals and Transporting Animals Policy: **Motion** by Irene and supported by Susan to approve both policies as amended. Roll call vote: Anne Noah-yes, Susan Kirkpatrick-yes, Irene Nugent-yes, Morse-no. Amy Herczak-yes, Jeff Pataky-yes Jennifer Kolinske-yes. 6 ayes, 1 nay, **motion carried**.

9. Old Business

10. New Business

- a. Rides To Wellness- Jessica was recently informed that there will not be any expansion awarded. Tabled until February since there is to be no funding through MDOT.
- b. COVID-19 Vaccination Planning- In the E.D. report
- c. Chamber News- Rick Coates has stepped down.
- d. Iron Man- Some discussion on this upcoming event. Some potential problems were brought up in order to be proactive. Service Interruption is a concern in the days leading up to the event. Benzie Bus will be a big part of this race and would like to be a part of the planning. Communication and transportation will be key in order to spin this as a positive event rather than an inconvenience to the community.

11. Board Roundtable - General announcements

12. Public Comment: Crystal Mountain is making snow and will be open to the public on Friday. Jennifer shared that she is enjoying the Florida sunshine as we are enjoying the snow.

13. Adjournment at 7:03PM