



**Benzie Transportation Authority
Regular Meeting of the Board of Directors
March 21, 2023 @ 5:30PM
14150 US 31 Beulah, MI 49617
Minutes approved as presented May, 16, 2023**

1. Call to Order by Chair John Morse @ 5:30PM
2. Roll call to determine quorum. Present: Jeannette Feeheley, Dorene Strang, Chris Kitchen, Anne Noah and Sara Heinz (joined at 5:45). John Morse and Brian Halliday are attending virtually and are non-voting. Excused: Evan Warsecke. Staff Present: Jessica Carland, Chad Hollenbeck, Wendy Wedemeier, Toby Dunne and Nancy Hunt.
3. Welcome and Recognition of Visitors: Doug Durand from Benzie Senior Resources is in attendance.
4. Correspondence: Information requested via email was provided to all members.
5. Approval of minutes: **Motion** by Noah to approve the January 17, 2023 minutes as presented. Supported by Strang. All ayes, **motion carried**.
6. Amendments/Additions to Agenda: Add Items 12. C. Bill Kennis Insurance and 13. Board Round Table
7. Public Comment: None
8. Approval of Agenda: **Motion** by Kitchen to approve agenda as amended. Supported by Noah. All ayes, **motion carried**.
9. Call for Conflict of Interest: None
10. Guest Presentation: Doug Durand, Benzie Senior Resources presented their annual report.
11. Reports to the Board
 - a. Financial Report - Wedemeier went over the financial report and answered questions. Feeheley requested a list of acronyms used on the financial report. Morse requested that over the next few months we look into moving some funds from MI CLASS to another account to ensure more funds are FDIC-insured. Carland and Wedemier will present options at the Annual Meeting. Halliday suggested that he and Morse schedule a call with MI Class to get more information on other available accounts.
Motion by Noah to accept the financial report. Supported by Strang. All ayes, **motion carried**.
 - b. Chairperson's Report- Morse thanked Halliday for his commitment in serving on the Board of Directors. He also thanked everyone for their support during the loss of his grandson. Morse looks forward to seeing everyone at the Board training event on May 13.
 - c. Reports of Board Committees - Kitchen gave the Financial Committee report, which included the topic of the timing of our next millage. This will be addressed further at the May meeting. Halliday suggested a Marketing sub committee for the purpose of educating for the upcoming millage. Strang gave the Personnel and Policy Committee Report. The committee is working on combining policies and anticipates being finished by the end of May 2024.
 - d. Executive Director and Management Team Reports- Carland spoke about her and Hollenbeck's Legislative Meeting in Lansing. Hollenbeck gave an update on electric vehicles. Halliday offered to aid Hollenbeck in contacting Ford's Fleet Division to get some questions answered. The authorization came through today to purchase a new pressure washer for the wash bay. Dunne gave an update on text to ride usage. Autism Training is almost complete and every bus will

have a Carter's Kit onboard. Morse was pleased to hear that Veterans now are eligible for discounted rates.

12. New Business

- a. Policies: Expense Reimbursement & Vehicle Usage Policy- Some discussion about verbiage changes.

Motion by Kitchen to approve the policy as amended. License Fee/Physical Reimbursement, and Vehicle Use policies will be rescinded. The Wellness Program is a benefit and will continue to be reflected as such in the Employee Handbook. Supported by Hienz. All ayes, **motion carried.**

- b. Discussion over waiting period for New Hires: Health Insurance - Hunt asked the Board to lower the waiting period for medical eligibility from 90 days to 30 days. Hienz suggested that we look into joining a conglomerate in order to obtain better rates.

Motion by Kitchen to change the waiting period for new hires from 90 days to 30 days effective immediately. Supported by Anne. All ayes, **motion carried.**

- c. Bill Kennis Insurance - **Motion** by Hienz that Bill Kennis provide a paid statement receipt for proof of health insurance benefits for the month of August 2022 no later than March 31, 2023 at 5:00PM. Any questions should be directed to Jessica Carland, Executive Director. A payment to Kennis' HSA in the amount of \$845.28 was paid for June, July and August 2022. Upon proof of insurance for August 2022, BTA will submit payment in the amount of \$1241.76. If proof of paid health insurance for August 2022 is not received by the date above, BTA will consider its obligation to Bill Kennis resolved. Support by Kitchen. All ayes, **motion carried.**

13. Board Round Table- Warsecke had prior obligations this evening. There will be a retirement luncheon for driver Paul Bean, March 30th from 11-1 at BTA. Strang shared that there will be a surprise gathering May 6th for Ernie Parker, a former Benzie Bus driver. He has been diagnosed with terminal cancer and his family wishes to celebrate him.

14. Public Comment: None

15. Next Meeting: May 16th

16. Adjournment: @ 7:54PM

Nancy Hunt, Recording Secretary

Date