



**Benzie Transportation Authority  
Regular Meeting of the Board of Directors  
July 30, 2024 @ 5:30PM  
14150 US 31 Beulah, MI 49617  
Minutes approved as presented September 17, 2024**

1. Call to Order by Chair Noah @ 5:30PM
2. Roll Call to Determine Quorum: Present: Jeannette Feeheley, Brian Halliday, Dorene Strang, John Morse, Sara Miller, Chris Kitchen and Anne Noah. Excused: Evan Warsecke. Staff Present: Jessica Carland, Chad Hollenbeck, Wendy Wedemeier and Nancy Hunt.
3. Welcome and Recognition of Visitors: Greg Grant, Attorney with Cummings, McClorey, Davis & Acho.
4. Consent Agenda: **Motion** by Morse with support by Halliday to approve the consent agenda as presented. All ayes, **motion carried**.
  - a. Correspondence - Letters to the Editor; Friend's of Benzie Bus Report
  - b. Minutes for Approval
    - i. May 2024 Regular Meeting Minutes
    - ii. May 2024 Annual Meeting Minutes
  - c. Minutes for Informational Purposes
    - i. May 2024 Finance Committee - Included in Finance Packet
  - d. Manager Reports - E.D., Operations, HR, Mobility
5. Amendments/Additions to Agenda: None
6. Public Comment: None
7. Approval of Agenda **Motion** by Halliday with support by Miller to approve the agenda as presented. All ayes, **motion carried**.
8. Call for Conflict of Interest: None
9. CLOSED SESSION: Greg Grant, Attorney with Cummings, McClorey, Davis & Acho (TC) regarding the matter of Saul v BTA: **Motion** by Morse with support by Kitchen to move that we enter into closed session to discuss with our attorney, the Saul matter to discuss material exempt from disclosure under the attorney-client privilege, MCL 15.243(1)(g) and MCL 15.268(h). All ayes, **motion carried**.  
**Motion** by Kitchen with support by Morse to move that we exit closed session wherein we discussed with our attorney the Saul matter to discuss material exempt from disclosure under the attorney-client privilege, MCL 15.243(1)(g) and MCL 15.268(h). All ayes, **motion carried**.  
**Motion** by Kitchen with support by Miller to accept the advice of counsel regarding the Saul matter as discussed during the closed session. All ayes, **motion carried**.
10. Reports to the Board
  - a. Chairperson's Report: Noah complimented everyone for handling everything with grace and flexibility.
  - b. Financial Report- Wedemeier provided a summary of June financials. Year-to-date BTA is showing a net income of \$242,746 which is \$163k more than budgeted year-to-date. End of year projection is a positive balance; \$106k year-end deficit was budgeted.
11. Old Business

12. New Business

- a. FY 2025 Budget Adjustments-Carland presented the wage analysis that was recently completed. Kitchen feels that we need to be more aggressive with our wages in order to attract and retain CDL drivers. Miller agreed and would like to see the starting wage for CDL drivers at \$20 an hour.  
**Motion** by Miller with support by Morse to recommend to the board to increase wages for all hourly staff by an average of 5.38%, effective August 5th. All ayes, **motion carried**  
Discussion continued about adjusting wages for FY25.  
**Motion** by Kitchen with support by Halliday to table the approval of the FY25 Budget while the management makes further wage adjustments with a range of 5-10% and hold a special meeting at a date to be determined. Ayes-6, No-1, **motion carried**.  
A Special Meeting will be held Thursday August 1st @ 9AM. Carland went over the main changes that were made in the final budget.
- b. Approval of 2024 Tax Rate Request Form L-4029: Carland presented the 2024 Tax Rate Request Form L-4029, which needs to be signed by the Board Chair and Board Secretary. Approval of FY2025 Public Notice and Resolution of Intent - Should the final budget increase in expenses by 15% or more, a new resolution of intent and public notice will be required.
- c. BTA Organizational Goals- Carland suggested a workshop on a date to be determined in order to update Missions/Visions/Values before any new Organizational Goals are decided on. The board was receptive to this suggestion.
- d. E.D. Evaluation- Last year there were concerns about the evaluation process as well as having a staff member compile the results. Feeheley doesn't feel it is necessary to evaluate the E.D. every year. Discussion about pros and cons . Carland feels it is a good opportunity to receive feedback about her strengths and weaknesses. The general consensus is that the process that has been used in the past will be continued. Hunt will send the evaluation to applicable Staff and Board members.

13. Public Comment: None

14. Board Roundtable: Noah presented an article about making sense of ballot questions. Morse was presented with a certificate of appreciation for serving as Board Chair for the past 3 years.

15. Next Meeting:Special Meeting Aug 1 @ 9AM, Regular Meeting: September 17 @ 5:30PM

16. Adjournment @8:13PM

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Nancy Hunt, Recording Secretary

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Date