

ALTRAN MINUTES

April 11, 2023

Altran Office

11:00am

Munising, MI

Call to Order

The meeting was called to order by Dan Malone at approximately 11:01am

Roll Call

Members Present:

Dan Malone

Marianne Laskay

Cathy Pullen

Victoria Petruske

Jerry Doucette- late

Members Absent:

Staff:

Paige Eaton

Valerie Goings

Approval of Agenda

MOTION-

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

Public Comments

Brian Kass – MDOT Project Manager is here with us today. Introduced to everyone.

Michael Grentz – Anderson Tackman & Co., LLC

- a. Provide FY2022 Audit Report

Approval of Minutes- March

MOTION- Laskay made the motion to approve the minutes with changes discussed, supported by Doucette.

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

Approval of Expenditures- March

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

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

Approval of Financial Report- March

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

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

Director's Report

- a. Staff Meeting – April 12th @ 6:00pm
- b. Milestone Reports Completed; Due April 10th – Progress on Capital Projects
- c. Operating Assistance Reports; Due May 10th – Reports Financial & Non-Financial Qtrly Data
- d. Delivery of New Transit Van – Postponed until Wednesday, April 12th (Ice Storm)
- e. Kevadiya – New Dispatching Software Update
- f. Transit Asset Management (TAM) Plan Self Certification Form; Due April 30th

- g. Rural Transit Managers Workshop April 18-19th; Leaving 17th around noon
- h. IDrive – Cloud based document backup system
- i. Vacation April 29 – May 13th
- j. DBEs
- k. Purses with a Purpose

Correspondence

- a. Dept. of Treasury– Request for Improvement of Deficiencies; Dated March 30, 2023
- b. Corrective Action Plan – Response to the Request of Deficiencies
- c. Mike’s letter of resignation

Committee Report

None.

Old Business

- a. Open Meetings Act- Table until May to do more research

New Business

- a. Approval to award Michael Greutz @ Anderson Tackman & Co the 3-year Auditing Contract-

Motion to accept bid Doucette, supported by Pullen.

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

- b. Discussion, Creation & Approval for new Call-Off Policy-

Motion to accept new policies as amended, supported by Pullen. Review in one year.

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

Public Comments

None.

Board Comments

Petruske has 2 questions: #1 Did legislatures stop here? She was confused because she didn’t think we went to the legislature conference. Had a group conversation regarding meeting with legislatures and what was talked about and in future what should be talked about.

#2 who picks Grand Marias Shopping Shuttle bus driver? Driver the last few trips is an issue.

Then named off issues had on some of the trips.

Next Meeting Date- May 16, 2023

Adjournment

MOTION- 12:07pm meeting adjourned- Laskay made motion to adjourn, Petruske supported.

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

Signature- Chairperson

Date