

Beaver Island Transportation Authority
Approved Meeting Minutes
July 14, 2020
12:00 pm

In Attendance:

BITA: Bob Tidmore, Kevin McDonough, Mark Engelsman

BITA call in: Larry Hansz, Maura Turner

BIBCO call in: Tim McQueer

Others: Mary Cook

Quorum was determined, and meeting called to order by Tidmore at 12:00 pm.

Procedures for teleconference due to COVID-19

Approval of Minutes: Minutes of regular meeting June 9, 2020 approved by Engelsman. Seconded by Turner. Roll call: Tidmore-yes, Engelsman – yes, Hansz – yes, Turner – yes, McDonough – yes. Motion carried.

Additions to Agenda: None

Treasurer's Report: Cook reviewed financial reports for June 2020.

Management Agreement Amendment:

Motion by McDonough to amend the Management Agreement between BITA and BIBCO to include language from the draft dated 6/11/2020 reducing BIBCO's local operational match from 50% to 32% for eligible expenses between April 1, 2020 and Sept 30, 2021. BITA will also reimburse BIBCO for additional cleaning and supplies out of operational related to COVID during this same period. Seconded by: Hansz. Roll call: Tidmore-yes, Engelsman – yes, Hansz – yes, Turner – yes, McDonough – yes. Motion carried.

Executive Director's Report:

This is the end of a quarter and several reports are due. The following reports have been filed DBE, Milestone for federal grants and the MEDC. Third party amendment for the engines was approved and will be receiving final payment from the state. Third party document is being revised for the roof. Grant dollars are being reallocated to cover the additional roof expenses. Until dollars are reallocated the grant will be frozen. Submitted comments for the Long-Range Transportation Plan for 2045 to add the ferry systems.

State is going to electronic submittal for grant reimbursements and approval. The Project Wise program is up and running. BITA was approved for training and access to software. In the next few weeks will try to get this active.

Governor released another executive order on Friday requiring face coverings for all businesses and public transportation. BIBCO has additional signage up and is also making additional announcements on the vessel throughout the trip to wear a mask and social distance. McQueer has been in contact with Cook concerning crew procedures and additional signage. Ten sandwich board signs were purchased and are at various points on the docks. Disinfectant dispensers with stands are ordered and are on a waiting list. Hand sanitizers are placed in several locations on the vessel and dock. BIBCO has a team of cleaners on the vessel between each trip.

McQueer stated the boarding announcement includes more detail on masks and distancing. An announcement is made several times during the trip and the volume has been turned up. Those not cooperating could be denied riding. Other ferry systems are also using these guidelines to comply with the state. Ridership was down by 40% at the end of June. Engines have been running warmer with the higher temps and adjustments to the fans have been made.

Bids for the shuttle are due July 31st.

Other Pertinent Business: None

Public Comment: None

Motion to adjourn by McDonough at 12:26 pm. Seconded by Englesman. Roll call: Tidmore-yes, Engelsman – yes, Hansz – yes, Turner – yes. McDonough – yes. Motion carried.

Mary Cook
Executive Director