

Beaver Island Transportation Authority
Approved Meeting Minutes
Sept 8, 2020
12:00 pm

In Attendance:

BITA: Maura Turner, Bob Tidmore, Kevin McDonough

BITA call in: None

BIBCO: None

BIBCO call in: Tim McQueer

Others: Mary Cook

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

Approval of Minutes: Motion by Turner to approve minutes of the special meeting July 27, 2020. Seconded by McDonough.

Roll call: Tidmore-yes, McDonough – yes, Turner – yes. Motion carried.

Additions to Agenda: None

Treasurer's Report: Cook reviewed financial reports for July/August 2020.

Extended Temporary Bill Approval and Check Signing: Motion by Tidmore to continue temporarily approving bills via-email by one board member and allowing one signatory on checks through December 2020 due to COVID-19. Seconded by McDonough.

Roll call: Tidmore-yes, McDonough - yes, Turner – yes. Motion carried.

Executive Director's Report:

Investigating the Michigan Department of Environment Great Lakes and Energy Fuel Transformation Program for possible new engines. Have been in contact with the agency responsible for the dollars. Groundwork is being done for engine replacement costs and if we qualify for the program.

MDOT is currently putting out two RFPs. One is for statewide emergency plans for transit agencies and the other is technology for transportation purposes. BITA will be included in these studies.

Third party amendment for the roof was approved along with the dollars to be reallocated in one of the grants to cover the additional cost.

Hansz and Tidmore were appointed by the St. James Twp. for another term.

Working on the RFP documents for the study. The monies awarded are from the State and Non-metropolitan Planning and Research Program. Study approved for updating BITA's Master Plan, examine operational relationship with private operator, perform a fare study/analysis and make recommendations, updates to assets, and revenue enhancements.

Documents filed with the MEDC to reallocate the dollars from the million-dollar grant. Waiting for approval.

Down payment has been placed on a floating work dock. This is to replace one that needed to be disposed.

All quarterly reports have been filed with the state for the end of the June 30 quarter.

Started on the procurement package for a new plow truck.

Signed documents for the dollars being received from through the RTF for a new fork truck.

The shuttle bus went for \$1,551. There were four bids. One of which was not included because the submittal instructions were not followed.

ProjectWise is up and running. This is the new state program for grant reimbursements.

Locked in amount for fuel is no longer in effect. We were paying 2.043 and the most recent rack rate was 1.60. Locked in for next year at 1.77.

Title VI Update

Motion by McDonough to approve the updated 2020 Title VI Plan. Seconded by Turner. Roll call: Tidmore-yes, McDonough - yes, Turner – yes. Motion carried.

Vessel/Passenger Count/Manifest: Not required to have a manifest per USCG regulations. Passenger counts are taken.

Correspondence: Letter written to BIBCO from customer

Other Pertinent Business: None

Public Comment: None

Motion to adjourn by McDonough at 12:27 pm. Seconded by Tidmore. Roll call: Tidmore-yes, McDonough- yes, Turner – yes. Motion carried.

Mary Cook
Executive Director