

Beaver Island Transportation Authority
Draft Regular Meeting Minutes
December 8, 2020
12:00 pm

In Attendance:

BITA Zoom: Bob Tidmore, Larry Hansz, Maura Turner, Mark Engelsman

BIBCO Zoom: Tim McQueer

Others: Mary Cook

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

November 10, 2020 regular meeting minutes approved. Motion by Hansz, seconded by Engelsman. Roll Call: Tidmore – yes, Hansz – yes, Engelsman – yes, Turner - yes. Motion carried.

Additions to Agenda: None

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

FY22 MDOT Application/Budget: – Motion by Engelsman to approve the FY22 budget and a Resolution of Intent for Operational and Capital Funding for FY22. Seconded by Turner. Roll Call: Tidmore – yes, Hansz – yes, Engelsman – yes, Turner - yes. Motion carried.

Temporary Bill Approval and Check Signing: Motion by Hansz for bills to be approved temporarily by one board member via email and allow one signatory through June 2021 due to COVID-19. Seconded by Turner. Roll Call: Tidmore – yes, Hansz – yes, Engelsman – yes, Turner - yes. Motion carried.

2021 Schedule/Fares: Fares or freight rates will not increase for the 2021 season. BIBCO is working on schedule.

Fuel Agreement: Motion by Engelsman to adopt the Memorandum of Understanding for 2021 fuel costs. Seconded by Hansz. Roll Call: Tidmore – yes, Hansz – yes, Engelsman – yes, Turner - yes. Motion carried.

Director's Report: The RFP for the study has been sent out to several firms. Committee members for evaluating RFPs will be Cook, Tidmore, and Hansz. Fork truck RFP waiting for approval from MDOT. Audit is in final stage. Have been participating in Fundamentals of Transit Management training. Additional CARES Act funding will be used for fork trucks. Generator repairs were made on vessel.

Equipment/Building Maintenance Plan: Motion by Turner to approve the Equipment and Facility Repairs Plan as revised. Seconded by Engelsman. Roll Call: Tidmore – yes, Hansz – yes, Engelsman – yes, Turner - yes. Motion carried.

Correspondence: None

Other Pertinent Business: None

Executive Director Evaluation: Motion by Engelsman to go into closed session at 12:28 pm for the executive director's evaluation. Seconded by: Hansz. Roll Call: Tidmore – yes, Hansz – yes, Engelsman – yes, Turner - yes. Motion carried.

Motion by Engelsman to come out of closed session at 12:48pm. Seconded by Turner. Roll Call: Tidmore – yes, Hansz – yes, Engelsman – yes, Turner - yes. Motion carried.

Motion by Tidmore for the executive director to receive a two percent cost of living increase and three percent job satisfaction increase for a total five percent salary increase. Seconded by Turner. Call: Tidmore – yes, Hansz – yes, Engelsman – yes, Turner - yes. Motion carried.

Public Comment: None

Adjourn: Motion by Turner to adjourn at 12:51pm. Seconded by: Hansz. Roll Call: Tidmore – yes, Hansz – yes, Engelsman – yes, Turner - yes. Motion carried.

Respectfully submitted,

Mary Cook
Executive Director

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