



MINUTES OF A REGULAR MEETING HELD NOVEMBER 15<sup>TH</sup> 2022 AT 4:31 PM AT THE SAUGATUCK-DOUGLAS DISTRICT LIBRARY

PRESENT: BABINSKI, JOHNSON , MUHA, MUNCEY, PULLEN, SCHNEIDER ABSENT: NONE. ALSO PRESENT: YFF, ROBILLARD

ADDITIONS TO THE AGENDA: NONE.

PUBLIC COMMENTS/AUDIENCE: SAUGATUCK TOWNSHIP MANAGER-DANIEL DEFRANCO. HE THANKED THE "ITA" FOR THE SERVICE IT PROVIDES.

COMMUNICATIONS: MICHIGAN TRANSIT POOL RETROSPECTIVE ADJUSTMENT; BOARD LIST AND MEETING DATES.

MOTION TO APPROVE THE OCTOBER 18<sup>TH</sup> 2022 MINUTES BY MUNCEY. SUPPORTED BY BABINSKI. MOTION CARRIED. MOTION BY MUHA TO PAY THE NOVEMBER BILLS IN THE AMOUNT OF \$52,140.10 AND THE REMAINING OCTOBER BILLS IN THE AMOUNT OF \$12,855.72. SUPPORT BY JOHNSON. MOTION CARRIED.

#### OLD BUSINESS

FINANCIALS AND RIDERSHIP: THE "ITA'S" CASH POSITION REMAINS STRONG. THE FY23 REVENUE AND ELIGIBLE EXPENSE BUDGETS ARE \$1,184,429 AND \$1,060,737 RESPECTIVELY. RECORD RIDERSHIP WAS SEEN IN OCTOBER. 1281 RIDERS WERE CARRIED BETWEEN 6 PM & 2 AM DURING THE HALLOWEEN FESTIVITIES.

#### B. CAPITAL GRANT PROGRESS:

2019: THE \$11,000 BALANCE OF THE 2019 GRANT WILL BE USED TOWARDS THE PURCHASE OF THE 2020 GRANT FOR THE PROPANE BUS. THIS BUS IS EXPECTED TO ARRIVE IN THE SPRING OF 2023.

2021: THE TWO-WAY RADIOS/REPEATERS ARE EXPECTED TO ARRIVE IN MARCH 2023. THE DISPATCH SOFTWARE GRANT WILL BE INCORPORATED INTO MDOT'S STATEWIDE PROCUREMENT PLAN. YFF IS OBTAINING A THIRD VENDOR QUOTE FOR THE BUS CONVERSION PROJECT.

C. THE AUDIT WAS INITIATED ON NOVEMBER 1<sup>ST</sup> AND IS DUE MARCH 31, 2023. THE BOARD SHOULD BE ABLE TO APPROVE THE AUDIT AT THE JANUARY/FEBRUARY MEETING.

D. TWO STAFF MEMBERS ATTENDED THE PC TRANS USER CONFERENCE. NEW E-TABLETS ARE FORTHCOMING THAT WILL ALLOW A DRIVER TO SEND TEXT NOTIFICATIONS!

#### NEW BUSINESS

A. MOTION BY MUNCEY TO APPROVE THE REPAIRS TO THE GARAGE HOIST WITH A COST NOT TO EXCEED \$18,000. SUPPORTED BY PULLEN. MOTION CARRIED.

MEETING ADJOURNED AT 5:03 PM

MARIE MUHA  
SECRETARY

MICHELLE ROBILLARD  
RECORDING SECRETARY