



Interurban Transit Authority
P.O. Box 649, Douglas, Michigan 49406
(269) 857-1418

MINUTES OF A REGULAR MEETING HELD OCT 20TH, 2020 AT 5:00 PM AT THE SAUGATUCK DISTRICT LIBRARY.

PRESENT: BABINSKI, JOHNSON, MUHA, PULLEN, SCHNEIDER

ABSENT: MUNCEY ALSO PRESENT: YFF, ROBILLARD

ANNUAL MEETING: MOTION BY PULLEN TO APPROVE THE SLATE OF OFFICERS AND THE MEETING DATE SCHEDULE AS PRESENTED FOR FY21.

CHAIR: PULLEN, VICE CHAIR: JOHNSON, TREASURER: BABINSKI, SECRETARY: MUHA. SUPPORTED BY JOHNSON. MOTION CARRIED.

ADDITIONS TO THE AGENDA: THE "ITA" BOARD MEETINGS WILL TAKE PLACE AT THE SAUGATUCK DISTRICT LIBRARY UNTIL FURTHER NOTICE.
MERS DC PLAN ADDENDUM.

PUBLIC COMMENTS/AUDIENCE: MUHA RELAYED COMMENT FROM TAXPAYER REGARDING DOUGLAS COVE ROAD. GREAT CARE NEEDS TO BE TAKEN BY DRIVERS WHEN ENTERING ROAD. YFF HAS DISCUSSED THIS WITH DRIVERS BUT WILL REVIEW AGAIN.

COMMUNICATIONS: MDOT PRELIMINARY ESTIMATE FOR FY21.

MOTION BY JOHNSON TO APPROVE THE MINUTES OF SEPT 15TH 2020 AS CORRECTED. (MISSPELLING OF "PASSENGER") SUPPORTED BY SCHNEIDER.
MOTION CARRIED.

MOTION BY MUHA TO PAY THE BILLS IN THE AMOUNT OF \$47,439.81. SUPPORT BY JOHNSON. MOTION CARRIED.

OLD BUSINESS

A. FINANCIALS AND RIDERSHIP: FINANCIALS REMAIN STRONG. COMPARED TO FY19, EXPENSES DECREASED 7.3% (EXCLUDING AUDIT ADJUSTMENTS) AND REVENUE INCREASED DUE TO THE FED OPERATING REIMBURSEMENT AND CARES ACT FUNDING. RIDERSHIP SUFFERED DUE TO THE PANDEMIC, DECREASING BY 49% OVER FY19. MOTION BY PULLEN TO APPROVE THE FY2020 BUDGET ADJUSTMENT#2 WITH \$947,414 IN REVENUE AND \$812,969 IN EXPENSES. SUPPORTED BY SCHNEIDER. MOTION CARRIED.

B. CAPITAL GRANT PROGRESS: 2019: GRANT FOR TWO NEW 12 PASSENGER VANS HAS BEEN SUBMITTED.
2020: \$20,000 SHINGLE PROJECT HAS BEEN REVIEWED BY A CONTRACTOR. THE CMAQ GRANT FOR AN ADDITIONAL BUS/VAN HAS BEEN RECEIVED.

C. YFF HAS RECEIVED APPROVAL TO RENEW THE BOARD TERM FOR ALL THE CURRENT MEMBERS.

NEW BUSINESS

A. MOTION BY PULLEN TO ADOPT THE MERS *DEFINED CONTRIBUTION* PLAN AGREEMENT ADDENDUM EFFECTIVE 1/1/2021. SUPPORTED BY MUHA.
MOTION CARRIED. MOTION BY PULLEN TO ADOPT THE MERS *DEFINED BENEFIT* PLAN AGREEMENT ADDENDUM EFFECTIVE 1/1/2021. SUPPORTED BY SCHNEIDER. MOTION CARRIED.

B. MOTION BY PULLEN TO APPROVE THE HOLIDAY GRATUITIES INCLUDING A \$25 INCREASE FOR THE THANKSGIVING GRATUITY. SUPPORTED BY SCHNEIDER. MOTION CARRIED.

C. MOTION BY PULLEN TO APPROVE FERRIS, BUSSCHER & ZWIERS ENGAGEMENT LETTER FOR PERFORMING THE FY20 AUDIT. SUPPORTED BY MUHA.
MOTION CARRIED.

D. MOTION BY SCHNEIDER TO APPROVE THE INTERURBAN COVID-19 PANDEMIC PREPAREDNESS AND RESPONSE PLAN. SUPPORTED BY JOHNSON.
MOTION CARRIED.

MEETING ADJOURNED AT 5:38 PM BY PULLEN.

MARIE MUHA
SECRETARY

MICHELLE ROBILLARD
RECORDING SECRETARY