ISABELLA COUNTY TRANSPORTATION COMMISSION

Minutes

Regular Business Meeting of the Isabella County Transportation Commission, held Thursday,

24 July 2025 at 12:00pm at the ICTC offices located at 2100 E. Transportation Drive,

Mt. Pleasant. Phone number 989.773.2913.

I. Call to Order – Brown called the meeting to order at 12:00pm.

Commissioners Present: Don Brown, Chair

Michael Pung, Vice Chair

Rick Fockler, Commissioner

Dennis Adams, Commissioner

Staff Present: Rick Collins, Executive Director

Lisa Pratt, Deputy Director

Fred Bush, Accountant

Kelly Crofoot, Human Resource Manager

II. Pledge of Allegiance

III. Public Forum – There was no public comment.

IV. Minutes – It was moved by Pung, seconded by Fockler to accept the 26 June 2025

meeting minutes as presented. Motion carried.

V. Communications – None received.

VI. Administrative Report

A. Executive Director’s Report – The Board reviewed said report.

B. Operating Report – Collins briefed the Board on operating statistics.

C. Personnel Report – Crofoot reported a FT Technician started 7/7 and 4 PT Drivers started training on 7/14.

D. Capital Report – Nothing to report.

VII. Financial Report

A. July Listing – It was moved by Adams, seconded by Pung, to accept the Listing of $392,343.61 with June Payroll $319,435.11, June Payables $223,235.09, and total June expenditures of $542,670.20. Motion carried.

B. June Per Diem – The Board accepted the per diem as presented.

C. Receivables 30-60-90 – The Board reviewed said report.

D. Cash Flow – The Board reviewed said report.

E. Budget v. Actual – The Board reviewed said report.

VIII. Old Business – No items were presented.

IX. New Business

A. MERS Conference – Collins reported he would be attending the MERS Conference. He would need Board approval to act as Officer Delegate during the conference which would enable him to represent ICTC at the MERS Annual Conference and vote on matters brought before the voting body.  It was moved by Adams, seconded by Fockler to act as an Officer Delegate at the upcoming MERS Conference. Motion carried.

B. Audit Bid – Accountant Fred Bush sent bid requests to 14 CPA firms. Five responded. Discussion ensued regarding the 5-year bids. It was moved by Fockler, seconded by Adams to accept the proposed bid from Maner Costerisan. Motion carried

C. Annual Levy Request – Collins reported for the last 15 years we have requested .862 of one mil. Discussion ensued. The Board would like Collins to request the standard .862 millage rate to the Isabella County Board of Commissioners at the millage renewal meeting.

X. Isabella County Transportation Commission – No items were presented.

Executive Session requested to discuss personnel matters.

It was moved by Pung, seconded by Adams to enter Executive Session at 12:25pm.

The Board re-entered Regular Session at 12:36pm

XI. Adjournment – It was moved by Pung, seconded by Fockler to adjourn at 12:37pm.

Motion carried.