

ISABELLA COUNTY TRANSPORTATION COMMISSION  
Minutes

Regular Business Meeting of the Isabella County Transportation Commission, held Thursday, 26 June 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 – Fockler noted that he wasn't present at the meeting. The minutes will be corrected to reflect this. It was moved by Pung, seconded by Fockler to accept the 22 May 2025 meeting minutes as amended. Motion carried.

- V. Communications – A letter of resignation was received by ICTC Vice Chair Kristin LaLonde. The Board appreciates her service and would welcome her again.

- VI. Administrative Report

- A. Executive Director's Report – Collins reported U.S. Transportation Secretary Sean Duffy recently issued a directive requiring recipients of federal transportation funding to comply with federal immigration laws, including cooperation with ICE and DHS on immigration enforcement. This directive, outlined in a "Follow the Law" letter, has sparked controversy and legal challenges, with some states arguing that it exceeds the DOT's authority. A judge has issued a preliminary injunction blocking the enforcement of these conditions in some states.
- B. Operating Report – Collins briefed the Board on operating statistics.
- C. Personnel Report – Crofoot reported a FT Driver resigned effective 6/4 and a FT Technician resigned effective 6/6.
- D. Capital Report – Pratt reported we received a 29' 18+2 passenger bus on June 10. Maintenance staff performed the vehicle inspection, which is required on all new buses, and

found 19 issues with it. This was reported to both MDOT and Hoekstra, as is protocol. The bus has since been picked up by Hoekstra and returned to Grand Rapids.

VII. Financial Report

- A. June Listing – It was moved by Pung, seconded by Adams, to accept the Listing of \$290,345.31 with May Payroll \$287,184.10, May Payables \$240,088.55, and total May expenditures of \$527,272.65. Motion carried.
- B. May 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. Policy Review – Presented for review were the By-Laws with suggested changes. Discussion ensued. It was moved by Adams, seconded by Pung to accept the changes to the ICTC By-Laws as presented. Motion carried.
- B. Computer Replacement – Collins reported our computer equipment and servers are out of date and will soon reach end of life. This would be a multi-step process. Step 1 in this process is to replace the current computers and laptops. Collins is requesting up to \$46,000 to purchase 20 replacement desktop computers and 3 laptops. These will replace all of our current workstations to Windows 11 as Windows 10 becomes unsupported on October 14<sup>th</sup> of this year. It was moved by Adams, seconded by Pung to authorize up to \$50,000 for the replacement of computer equipment. Motion carried.

X. Isabella County Transportation Commission

- A. Fockler questioned if the TIFA District would capture ICTC monies. Discussion ensued.
- B. With Commissioner LaLonde's resignation, the Vice Chair position is now vacant. As Chairman, Commissioner Brown appointed Commissioner Pung to serve as Vice Chair for the remainder of 2025.

XI. Adjournment – It was moved by Pung, seconded by Fockler to adjourn at 12:53pm. Motion carried.