



MINUTES
Board of Commissioners Chambers
219 East Paw Paw Street

November 9, 2021 1:00 PM

Commissioners

Gail Patterson-Gladney, District 1
Kurt Doroh, District 2
Richard Godfrey, District 3
Mike Chappell, District 4
Randall Peat, District 5
Donald Hanson, District 6
Paul Schincariol, District 7

Public Transit Committee Meeting

1. **Call to Order**
Committee Members Present: Commissioner Kurt Doroh, Commissioner Mike Chappell, Commissioner Randy Peat

Others in attendance: Administrator Hardester, Public Transit Director Laurie Schlipp, Commissioner Don Hanson
2. **Additions/Deletions to the Agenda**
None
3. **Approval of Agenda**
Motion to approve the agenda as presented by Commissioner Chappell; Supported by Commissioner Peat; Motion: Carried.
4. **Approval of Minutes**
 - A. **9/14/2021 Public Transit Committee Meeting Minutes**
Motion to approve the 9/14/21 Public Transit Committee Meeting Minutes by Commissioner Chappell; Supported by Commissioner Peat; Motion: Carried.
5. **Public Comment**
None
6. **Agenda Items**
 - A. **Public Transit Update**
Laurie Schlipp reported the Public Transit Update including:
 - Facility Grants
 - Bus Purchases
 - Auditor Visit
 - Tami Naber's new position as Financial Coordinator
 - Ivy Fritsche new position as Administrative Assistant / Safety Trainer
 - Staff Training that has been attended
 - Veterans Stand Down
 - Staff Meetings
 - Updating Scheduling Software for Dispatch Demonstrations
 - Bus Driver and Dispatcher Staffing Needs

Administrator Hardester inquired if Laurie had discussed the 911 dispatch software with Tim McGee. Laurie responded that she had and the two software systems were completely different and he did not have any contacts that had anything that would fulfill the Public Transit need.

Administrator Hardester reported that a meeting was held yesterday with the Finance Director, the Treasurer, Public Transit and himself regarding banking for Public Transit. It was discussed that there shouldn't be a separate banking account for Public Transit. Therefore, Laurie will be working with Treasurer Nesbitt to resolve the issue. Treasurer Nesbitt stated that the County Clerk, herself and the Treasurer's Chief Deputy would be signers of the account. The auditors reviewed the previous accounts and did not see any issues that needed to be resolved.

B. August and September Financial and Operations Reports

Laurie Schlipp reviewed the Public Transit financial and operations reports for August and September 2021.

Motion to approve the August and September Financial and Operations Reports by Commissioner Chappell; Supported by Commissioner Peat; Motion: Carried.

C. MDOT Master Agreement 2022-0144

Laurie Schlipp presented the MDOT Master Agreement 2022-0144.

Motion to approve the MDOT Master Agreement and for the Board Chairperson to digitally sign on the Board's behalf by Commissioner Peat; Supported by Chappell; Motion: Carried.

Discussions were held regarding:

- Federal funding
- Ridership and potential advertising
- Picking up school children when schools are short on transportation. Administrator Hardester requested reviewing safety protocols for transporting children.
- Public Transit operations hours. Laurie stated they stop at 7:30 PM in South Haven; 4:30 or 5:00 PM in other parts of the county. Out of County Transit operates for medical purposes only.

D. Appointment to the Public Transit Local Advisory Council - Melanie Giddings

Frank Hardester presented an appointment application for Melanie Giddings to the Public Transit Committee.

Motion to approve the application and move it to the 11/23/21 COW and the 12/14/21 BOC for final approval by Commissioner Peat; Supported by Commissioner Chappell; Motion: Carried.

7. Public Comment

None

8. Adjournment

Motion to adjourn by Commissioner Chappell; Supported by Commissioner Peat; Motion: Carried.

Meeting adjourned: 1:40 PM