



Bay Metropolitan Transportation Authority
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REGULAR BOARD MEETING MINUTES
December 20, 2023

CALL TO ORDER: Chairman Michael Halstead called the meeting to order at 4:00 p.m.

ROLL CALL: Members present: John **Andrus**, Michael **Berne**, Roy **DeLorge**, Michael **Halstead**, Melvin **McNally**, Thomas **Boetefuer**, Joel **LaBrie**. Members absent: Dr. Mary Ann **Boettger** and Robert **Redmond**. Staff present: Eric Sprague, Kristy Pletzke, Jody Kietzman-Morrison and Bethany Robinson.

PUBLIC INPUT: There being no one from the public present to address the board, **Boetefuer** moved, supported by **Andrus**, to dispense with public input. **The motion carried unanimously.**

APPROVAL OF MINUTES: **McNally** moved, supported by **DeLorge**, to approve the minutes of the November 15, 2023, Regular Board Meeting. **The motion carried unanimously.**

ITEM #1: **Boetefuer** moved, supported by **LaBrie**, to approve the November 2023 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **McNally** moved, supported by **DeLorge**, to receive for information the October 2023 Financial Reports. **The motion carried unanimously.**

ITEM #3: **Boetefuer** moved, supported by **LaBrie**, to receive for information the November 2023 Ridership Report. **The motion carried unanimously.**

ITEM #4: **LaBrie** moved, supported by **Andrus**, to receive for information the November 2023 Changes in Employment Report. **The motion carried unanimously.**

ITEM #5: To approve Board Resolution No. 2023-16 MDOT Project Agreement FY 2024 Specialized Services Operating Assistance Program. **DeLorge** moved, supported by **McNally**. **The motion carried unanimously.**

ITEM #6: To approve Board Resolution No. 2023-17 MDOT FY 2024 Transportation to Work. **DeLorge** moved, supported by **Boetefuer**. **The motion carried unanimously.**

ITEM #7: To approve Board Resolution No. 2023-18 MDOT FY 2020 Local Federal Transit Formula Grant. **Boetefuer** moved, supported by **DeLorge**. **The motion carried unanimously.**

ITEM #8: To approve Fuel Bid Summary – Cass City Oil. **Berne** inquired whether this was a new vendor and it was indicated it was a new vendor. **McNally** moved, supported by **Boetefuer**. **The motion carried unanimously.**

ITEM #9: Quote summary was reviewed to approve for Propane Recovery System – Superior Energy. **Berne** inquired if this was a new vendor and it was determined it was. However, this vendor was recommended by the propane vendor. **LaBrie** moved, supported by **McNally**. **The motion carried unanimously.**

ITEM #10: To approve the proposal summary for HVAC Replacement Project, - Great Lakes Air Mechanical. **Boetefuer** moved, supported by **Andrus**. **The motion carried unanimously.**

ITEM #11: To approve the procurement request for office moving and storage – Michigan Air. **McNally** moved, supported by **LaBrie**. **The motion carried unanimously.**

ITEM #12: To approve Board Resolution No. 2023-19 MDOT FY 2024 Sec. 5311 Operating Grants for Rural Areas Programs. **DeLorge** moved, supported by **Andrus**. **The motion carried unanimously.**


GENERAL MANAGER’S REPORT: Sprague provided an update on projects and their timelines. Sprague discussed the HVAC Project and some issues that were being had with displacement of office staff and furnishings. It was requested that he contact the City about possible storage containers and/or office trailers. The FTA Review was discussed and it was noted that the Chairman will receive information on this in the Spring. New buses are set to arrive in March/April. It has been requested that we assist with transportation for the Memorial Cup in late May 2024. More information on this will follow. Bay Metro is set for our millage in November 2024. Marking will begin on this matter on June 1. The CBS project was discussed and Board was updated on this project. \

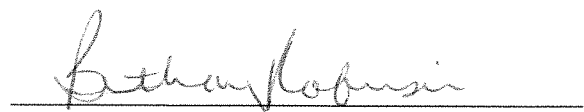
Andrus moved, supported by **LaBrie**, to receive for information the General Manager’s Report. **The motion carried unanimously.**

COMMUNICATIONS: None.

OTHER BUSINESS: None.

ADJOURNMENT: **Andrus** moved, supported by **Berne**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:17 p.m.


Thomas Boetefuer, Board Secretary


Bethany Robinson, Recording Secretary