



**Bay Metropolitan Transportation Authority**  
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REGULAR BOARD MEETING MINUTES  
January 17, 2024

CALL TO ORDER: Acting Chairperson Dr. Mary Boetger called the meeting to order at 4:00 p.m.

ROLL CALL: Members present: John **Andrus**, Thomas **Boetefuer**, Dr. Mary Ann **Boettger**, Roy **DeLorge**, Melvin **McNally**, Michael **Berne**, Joel **LaBrie** and Robert **Redmond**. Members excused: Michael **Halstead**. Staff present: Eric Sprague, Kristy Pletzke, Jody Kietzman-Morrison and Beth Robinson. Guest: William Tucker of Maner Costerisan PC.

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

APPROVAL OF MINUTES: **Boetefuer** moved, supported by **LaBrie**, to approve the minutes of the December 20, 2023 Regular Board Meeting, the minutes of the January 3, 2024 Finance Committee Meeting and the minutes of the January 3, 2024 Personnel Committee Meeting. **The motion carried unanimously.**

ITEM #3 (out of order per Agenda to accommodate William Tucker): Following a presentation by Bill Tucker highlighting various aspects of the annual audit report. Mr. Tucker indicated that the existing expenses and revenue was on track and everything was in order. **Boetefuer** moved, supported by **DeLorge**, to receive for information the FY 2023 Audit Report prepared by Maner Costerisan PC, as presented. **The motion carried unanimously.**

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

ITEM #2: **Boetefuer** moved, supported by **Andrus**, to receive for information the November, 2023 Financial Reports. **The motion carried unanimously.**

ITEM #4: **McNally** moved, supported by **DeLorge**, to receive for information the December, 2023 Ridership Report. **The motion carried unanimously.**

ITEM #5: **LaBrie** moved, supported by **Boetefuer**, to receive for information the December, 2023 Changes in Employment Report. Human Resource Manager Kietzman-Morrison reported that 2 more mechanics were recently hired. **The motion carried unanimously.**

ITEM #6: **LaBrie** moved, supported by **McNally**, to approve Resolution No. 2024-00 authorizing execution of Intent to Apply for Financial State Assistance for FY 2025. Sprague indicated this is the initial application for state funding and is based on the FY 2025 Preliminary Budget, which was just received board approval. **The motion carried unanimously.**

ITEM #7: **DeLorge** moved, supported by **McNally**, to approve Resolution No. 2024-01 authorizing execution of MDOT FY 2021 Agreement No. 2017-0017 Section 5307 – Local Federal Transit Grants. **The motion carried unanimously.**

ITEM #8: **Boetefuer** moved, supported by **Andrus**, to approve the proposed BMTA Title VI Program. **The motion carried unanimously.**

ITEM #9: **Redmond** moved, supported by **LaBrie**, to approve the request for quote summary for laptop computers with Bay County Dell. **The motion carried unanimously.**

ITEM #10: **DeLorge** moved, supported by **Andrus**, to approve the request for out of state travel for the Maintenance Supervisor and Purchasing Agent for the Gillig Bus Plant. This should be the last visit that will be required by Gillig for the purchase of the buses. **The motion carried unanimously.**

ITEM #11: **Redmond** moved, supported by **McNally**, to approve the proposal summary for air compressor installation with Metro Air Compressor, Inc. **The motion carried unanimously.**

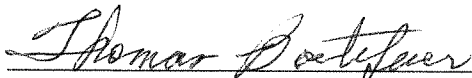
ITEM #12: The FY 2025 Preliminary Budget was reviewed. **Boetefuer** moved, supported by **Andrus**, to approve the FY 2025 Preliminary Budget, as presented, per the recommendation of the Finance Committee. **The motion carried unanimously.**

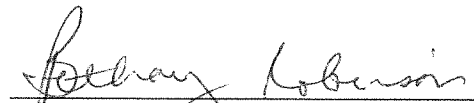
GENERAL MANAGER'S REPORT: Contract with Marner Costerisan has expired. We were on an extension with that contract. BMTA will be going out for RFP soon for a new auditor (or to possibly keep same with new contract). Marner Costerisan has advised that they will be raising their rates due to new transit requirements. Still working on the Articles of Incorporation language change. Should be completed soon. **McNally** moved, supported by **Andrus**, to receive for information the General Manager's Report. **The motion carried unanimously.**

COMMUNICATIONS: None.

OTHER BUSINESS: **Boettger** wanted to thank everyone for assisting with the purchasing of pie for the employees during Christmas time. **Andrus** asked about the possibility of a casino bus route. Sprague indicated that Arenac County was not in favor of BMTA running buses to the casino. At this point, it has been put on the back burner.

ADJOURNMENT: **Andrus** moved, supported by **LaBrie**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:36 p.m.

  
Thomas Boetefuer, Board Secretary

  
Bethany Robinson, Recording Secretary