



**Bay Metropolitan Transportation Authority**  
1510 N. Johnson St. • Bay City, Michigan 48708  
Phone 989-894-2900 • Fax 989-894-2621  
www.baymetro.com

REGULAR BOARD MEETING MINUTES  
December 18, 2024

**CALL TO ORDER:** Chairperson Michael Halstead called the meeting to order at 2:00 p.m.

**ROLL CALL:** Members present: Dr. Mary Ann **Boettger**, Roy **DeLorge**, Michael **Halstead**, Melvin **McNally**, Michael **Berne**, John **Andrus**, Penny **Zacharko**. Staff present: Eric Sprague, Kristy Pletzke and Jody Kietzman-Morrison. Others present: Kaitlyn Day of Partnership Network, and Amelia Gutierrez, from Do-All.

**PUBLIC INPUT:** Kaitlyn Day and Ameilia Guterrez introduced themselves and just wished to observe the meeting.

**Boettger** moved, supported by **McNally**, to dispense with public input. **The motion carried unanimously.**

**APPROVAL OF MINUTES:** **Boettger** moved, supported by **DeLorge**, to approve the minutes of the November 20, 2024 Regular Board Meeting. **The motion carried unanimously.**

**ITEM #1:** **Andrus** moved, supported by **DeLorge**, to approve the November, 2024 Disbursement Report/Check Register. **The motion carried unanimously.**

**ITEM #2:** **DeLorge** moved, supported by **Berne**, to receive for information the October, 2024 Financial Reports. **The motion carried unanimously.**

**ITEM #3:** **Boettger** moved, supported by **McNally**, to receive for information the Corporate Authorization Resolution with 1<sup>st</sup> State Bank – additional signers for BMTA. **The motion carried unanimously.**

**ITEM #4:** **DeLorge** moved, supported by **Berne**, to receive for information that there was no Ridership Report for November, 2024. As BMTA system went live with the tablets, we were unable to upload the information needed for said report. Sprague advised that he did talk to Arenac with regard to transports to the casino and it was met with approval. Once we are fully staffed with new operators, this route will be explored. **The motion carried unanimously.**

**ITEM #5:** **Boettger** moved, supported by **DeLorge**, to receive for information the November, 2024 Changes in Employment Report. **The motion carried unanimously.**

ITEM #6: **McNally** moved, supported by **Boettger**, to approve Resolution 2024-16 Authorization for Reinvestment of CDARS Account with Independent Bank. **The motion carried unanimously.**

ITEM #7: **DeLorge** moved, supported by **McNally**, to approve Resolution 2024-17 Authorization for MDOT Project Auth P16, Job 222115NI – FY 2025 Specialized Services. Sprague explained what the specialized services were that are performed. **The motion carried unanimously.**

ITEM #8: **McNally** moved, supported by **Berne**, to approve Resolution No 2024-18 Authorization for Agreement Between UBP Bay City and BMTA. Sprague explained the agreement details. **The motion carried unanimously.**

ITEM #9: **McNally** moved, supported by **Berne**, to approve the fuel bid summary of January 1, 2025 thru March 31, 2025 with Petroleum Traders. **The motion carried unanimously.**

ITEM #10: **Boettger** moved, supported by **McNally**, to approve the Request for Extension of Professional Services of Occupational Health Services with Covenant Healthcare. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Discussion continued about the Bridge Partners Agreement.


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

COMMUNICATIONS: None.

OTHER BUSINESS: The need for a Finance Committee meeting was discussed. However, the prescheduled date would be January 1, 2025. It was decided that the date for the Finance Committee meeting would be January 9, 2025 at 4:00 p.m.

ADJOURNMENT: **Andrus** moved, supported by **McNally**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 2:23 p.m.

  
Melvin McNally, Board Secretary

  
Bethany Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES  
November 20, 2024

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

ROLL CALL: Members present: Dr. Mary Ann **Boettger**, Roy **DeLorge**, Michael **Halstead**, Melvin **McNally**, Michael **Berne**, John **Andrus**, Robert **Redmond**, Penny **Zacharko**. Staff present: Eric Sprague, Kristy Pletzke and Jody Kietzman-Morrison. Others present: Sam Fitzpatrick of Downtown Bay City Development, Kaitlyn Day of Partnership Network, and John Holiday.

PUBLIC INPUT: Sam Fitzpatrick discussed the fact that as being the Development Director for Downtown Bay City, he is looking into the possibility of working together with SVSU for continued transportation needs at the college. Kaitlyn Day of Partnership Network works with low income individuals in the tri-city region. She has expressed that most of these individuals deal with credit card transactions as this is how their funds are normally provided to them. However, cash is the only way to ride our buses and this poses a problem. Further, the purchase of tickets for the bus (which can be done by credit card) can only be done at the Central Bus Station, during certain times and in \$20 increments, which could cause a financial hardship for some riders. Ms. Day expressed the need for credit card readers to be placed on our buses for these reasons. Otherwise, Ms. Day's experience with BMTA has been a positive experience. John Holiday was also introduced as an individual who may be interested in a position with BMTA Board.

**Boettger** moved, supported by **McNally**, to dispense with public input. **The motion carried unanimously.**

APPROVAL OF MINUTES: **Redmond** moved, supported by **Andrus**, to approve the minutes of the October 16, 2024 Regular Board Meeting and November 6, 2024 Nominating Committee Meeting. **The motion carried unanimously.**

ITEM #1: **Berne** moved, supported by **McNally**, to approve the October, 2024 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **Andrus** moved, supported by **McNally**, to receive for information the September, 2024 Financial Reports. **Andrus** also addressed the fact that we may need a contingency plan for funding due to the change of Federal Administration. **The motion carried unanimously.**

ITEM #3: **DeLorge** moved, supported by **Boettger**, to receive for information the Quarterly Finance Reports for September 2024. **The motion carried unanimously.**

ITEM #4: **McNally** moved, supported by **Berne**, to receive for information the FY 2024 Pre-Audit Summary. **The motion carried unanimously.**

ITEM #5: **DeLorge** moved, supported by **Andrus**, to receive for information the October, 2024 Ridership Report. **Andrus** is inquiring as to an update to the Arenac County transport for the Casino. **Sprague** is still looking into putting a route together for this. **The motion carried unanimously.**

ITEM #6: **Boettger** moved, supported by **DeLorge**, to receive for information the October, 2024 Changes in Employment Report. We are short vehicle operators and we have interviewed candidates and offers to 10 individuals have been accepted. **The motion carried unanimously.**

ITEM #7: **Andrus** moved, supported by **Redmond**, to approve the Nominating Committee recommendation as follows:

Chairman: Michael Halstead  
Vice Chair: Dr. Mary Ann Boettger  
Secretary: Thomas Boetefuer  
Vice Sec.: John Andrus

It was also discussed that due to the fact that Thomas Boetefuer had passed away after the meeting of the Nominating Committee, a new Secretary would have to be chosen. **McNally** voiced that he would like to be considered for the position. **Berne** moved, supported by **Boettger**, to approve **McNally** for position as Secretary.

**The motion carried unanimously.**

ITEM #8: **Boettger** moved, supported by **Berne**, to approve the Request for Quote for Uniform Rental Service by CLS, Saginaw, Michigan. **The motion carried unanimously.**

ITEM #9: **DeLorge** moved, supported by **McNally**, to approve the Request for Extension – Liquid Propane Agreement with Ferrellgas. Discussion was had with regard to performance of propane vehicles. **The motion carried unanimously.**

ITEM #10: **Boettger** moved, supported by **Berne**, to approve the Request for Extension of Professional Services of Boomershine Consulting Group. Discussion was had with regard to what this contractor provides to BMTA. **The motion carried unanimously.**

ITEM #11: **Boettger** moved, supported by **Berne**, to approve the Standard Commission Agency Contract with Indian Trails for November 1, 2024 thru October 31, 2025. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: It was discussed that BMTA needs another signer on the bank accounts. It was agreed that **Berne** would be an additional signer for the bank accounts.

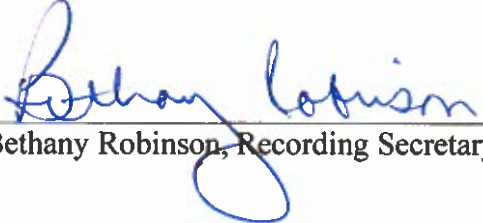
**Andrus** moved, supported by **DeLorge**, to receive for information the General Manager's Report. **The motion carried unanimously.**

COMMUNICATIONS: None.

OTHER BUSINESS: Holiday luncheon reminder was given. With the passing of Mr. Boetefuer, there will be an open Board position and if anyone has any suggestions those should be made to either Sprague or Shariff Cunningham.

ADJOURNMENT: **Andrus** moved, supported by **McNally**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:22 p.m.

  
\_\_\_\_\_  
Melvin McNally, Board Secretary

  
\_\_\_\_\_  
Bethany Robinson, Recording Secretary



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**NOMINATING COMMITTEE MEETING MINUTES**  
November 6, 2024

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

**ROLL CALL:** Members present: Michael **Berne**, Melvin **McNally** and Roy **DeLorge**.  
Members excused: None. Members absent: None. Staff present: Eric Sprague and Beth Robinson.

**ITEM #1:** Michael Halstead requested to be considered for the reappointment of Chairman; Dr. Mary Ann Boettger requested to be considered for the officer position of Vice Chairman; Thomas Boetefuer requested to be considered for the officer position of Secretary; and John Andrus requested to be considered for the officer position of Vice Secretary.

**Berne** asked if there were any other nominees to be considered. Sprague indicated there were no other nominees for any of the officer positions.

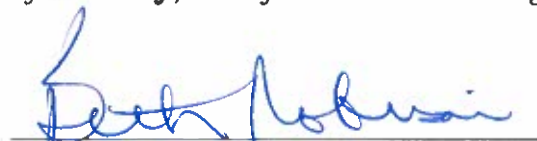
**DeLorge** moved, supported by **McNally**, to recommend the following officer nominations to the Board of Directors at the next meeting:

Chairman:	Michael Halstead
Vice Chairman:	Dr. Mary Ann Boettger
Secretary:	Thomas Boetefuer
Vice Secretary:	John Andrus

**The motion carried unanimously.**

**ADJOURNMENT:** **DeLorge** moved, supported by **McNally**, to adjourn. The meeting was adjourned at 4:04 p.m.

  
Michael Berne, Chairman

  
Beth Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES  
October 16, 2024

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

ROLL CALL: Members present: Dr. Mary Ann **Boettger**, Roy **DeLorge**, Michael **Halstead**, Melvin **McNally**, Michael **Berne**, John **Andrus**, Robert **Redmond**, Penny **Zacharko**. Excused: Thomas **Boetefuer**. Staff present: Kristy Pletzke, Jody Kietzman-Morrison, and Beth Robinson.

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

APPROVAL OF MINUTES: **Andrus** moved, supported by **Boettger**, to approve the minutes of the September 21, 2024 Regular Board Meeting and October 2, 2024 Finance Committee Meeting. **The motion carried unanimously.**

ITEM #1: **DeLorge** moved, supported by **Berne**, to approve the September, 2024 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **DeLorge** moved, supported by **Redmond**, to receive for information the August, 2024 Financial Reports. **The motion carried unanimously.**

ITEM #3: **Berne** moved, supported by **Boettger**, to approve the Finance Committee's recommendation to invest with Michigan Class. **The motion carried unanimously.**

ITEM #4: **Boettger** moved, supported by **DeLorge**, to approve Resolution 2024-15 Authorizing Investment with Michigan CLASS and Operating Account. Sprague discussed the. **The motion carried unanimously.**

ITEM #5: **Berne** moved, supported by **DeLorge**, to receive for information the August, 2024 Ridership Report. **Andrus** inquired about casino run starting again. **Sprague** indicated he will inquire about possibilities after the millage passing. **The motion carried unanimously.**

ITEM #6: **DeLorge** moved, supported by **Berne**, to receive for information the August, 2024 Changes in Employment Report. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague updated construction on both the Administration Building and CBS. Discussions were also had with the status of millage and what has been done by the Friends of Public Transit. Sprague also talked about discussions with Bridge Partners on a contract to utilize Liberty and Independence bridges. If this contract is negotiated, the soonest it would be implemented would be January 1. Negotiations are continuing and this matter will be brought before the Board at a later date.

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

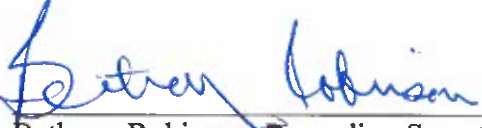
COMMUNICATIONS: None.

OTHER BUSINESS: Nominating Committee Meeting will be scheduled for November 6, 2024, at 4:00 p.m. Halstead has nominated Berne, DeLorge and McNally to serve on this committee.

Our new Board Member has been appointed by Sheriff Cunningham, Penny Zacharko.

ADJOURNMENT: **Andrus** moved, supported by **Redmond**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:20 p.m.

  
\_\_\_\_\_  
John Andrus, Board Vice Secretary

  
\_\_\_\_\_  
Bethany Robinson, Recording Secretary



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FINANCE COMMITTEE MEETING MINUTES  
October 2, 2024

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

ROLL CALL: Member present: John **Andrus**, Mary **Boettger**, Michael **Berne**, Roy **DeLorge**, Michael **Halstead**, Robert **Redmond** and Melvin **McNally**. Member excused: Thomas **Boetefuer**. Staff present: Eric Sprague, Kristy Pletzke and Bethany Robinson.


ITEM #1: Sprague indicated that at a MDOT annual meeting, Sprague and Pletzke had discussions involving investing with Michigan CLASS, a investment company in which Bay County and other transit pools are currently investing. Terms and conditions were discussed by Sprague and Pletzke and questions were taken from members of the Finance Committee.


**Halstead** moved, supported by **Berne**, to bring the matter of investing with Michigan CLASS to the Board meeting in October. **The motion carried unanimously.**

OTHER BUSINESS: Sprague updated the Finance Committee on the proposed contract with Bay City Bridge Partners. Bay City Bridge Partners is offering BMTA the opportunity to use both Liberty and Independence Bridge (once tolling) on an unlimited basis for a flat fee of \$25,000. Sprague indicates that this would be beneficial to BMTA, especially with Lafayette Bridge closing soon. This would not take effect until January 2025.

**Halstead** moved, supported by **Andrus**, to accept the General Managers report on the update of the Bay City Bridge Partners contract and the forwarding to attorney Richard Sheppard for review. **The motion carried unanimously.**

ADJOURNMENT: There being no other business to conduct, **Andrus** moved, supported by **Berne**, to adjourn. The meeting was adjourned at 4:27 p.m.

  
Dr. Mary Boettger, Committee Chair

  
Bethany Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES  
September 21, 2024

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

ROLL CALL: Members present: Dr. Mary Ann **Boettger**, Roy **DeLorge**, Michael **Halstead**, Melvin **McNally**, Michael **Berne** and John **Andrus**. Excused: Thomas **Boetefuer**. Staff present: Kristy Pletzke, Jody Kietzman-Morrison, and Beth Robinson. Public: Sam Fitzpatrick, Bay City Development Director and public individual Whitney was also present.

PUBLIC INPUT: Mr. Fitzpatrick introduced himself and Whitney as observers of the meeting, **Andrus** moved, supported by **Berne**, to dispense with public input. **The motion carried unanimously.**

APPROVAL OF MINUTES: **McNally** moved, supported by **Boettger**, to approve the minutes of the August 21, 2024 Regular Board Meeting and September 4, 2024 Finance Committee Meeting. **The motion carried unanimously.**

ITEM #1: **Boettger** moved, supported by **DeLorge**, to approve the August, 2024 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **Boettger** moved, supported by **McNally**, to receive for information the July, 2024 Financial Reports. **The motion carried unanimously.**

ITEM #3: **Berne** moved, supported by **DeLorge**, to receive for information the August, 2024 Ridership Report. **The motion carried unanimously.**

ITEM #4: **DeLorge** moved, supported by **Berne**, to receive for information the August, 2024 Changes in Employment Report. **The motion carried unanimously.**

ITEM #5: **McNally** moved, supported by **DeLorge**, to approve Resolution 2024-11 Authorizing MDOT Project Authorization P4/R2 Section 5330 – Local Bus and Bus Facilities Formula Program. Sprague discussed the revisions that were made to this agreement. **The motion carried unanimously.**

ITEM #6: **DeLorge** moved, supported by **Andrus**, to approve Resolution 2024-12 Authorizing MDOT Project Authorization P5/R2 Section 5307 – Local Federal Transit Formula Grants. Sprague discussed the revisions that were made to this agreement. **The motion carried unanimously.**

ITEM #7: **Boettger** moved, supported by **McNally**, to approve Resolution 2024-13 Authorizing the MDOT Project Authorization P10/R1 Specialized Services Operating Assistance Program. Sprague discussed the revisions that were made to this agreement. **The motion carried unanimously.**

ITEM #8: **Andrus** moved, supported by **DeLorge**, to approve Resolution 2024-14 Authorizing the Reinvestment of DCARS Account with Independent Bank. **The motion carried unanimously.**

ITEM #9: **Boettger** moved, supported by **McNally**, to approve the Main Facility Artwork Proposal by Form and Function from the Finance Committee. **The motion carried unanimously.**

ITEM #10: **Boettger** moved, supported by **McNally**, to approve the Fuel Bid Summary for Petroleum Traders. **The motion carried unanimously.**

ITEM #11: **Boettger** moved, supported by **DeLorge**, to approve the Property Insurance and Workers Compensation Insurance Quotes on behalf of Fremont and Accident Fund Group, respectively. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague informed the Board that talks have started between BMTA and Bay City Bridge Partners with regard to a contract to utilize the Liberty and Independence bridges for a flat rate. Sprague will update the Board as talks continue.

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

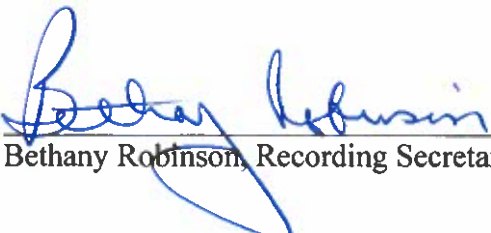
COMMUNICATIONS: None.

OTHER BUSINESS: Finance Committee Meeting will be scheduled for October 2, 2024, at 4:00 p.m. regarding Michigan CLASS investment.

Friends of Public Transit are looking for suitable donations to cover the postage for the postcards.

ADJOURNMENT: **Andrus** moved, supported by **Boettger**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:18 p.m.

  
John Andrus, Board Vice Secretary

  
Bethany Robinson, Recording Secretary



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FINANCE COMMITTEE MEETING MINUTES  
September 4, 2024

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

ROLL CALL: Member present: John **Andrus**, Mary **Boettger**, Michael **Berne**, Thomas **Boetefuer**, Roy **DeLorge**, Robert **Redmond** and Melvin **McNally**. Member excused: Michael **Halstead**. Staff present: Eric Sprague, Kristy Pletzke and Bethany Robinson.

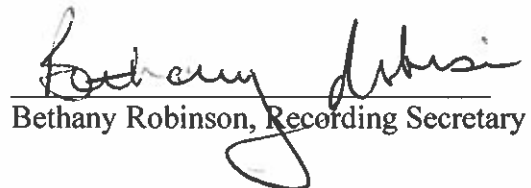
ITEM #1: Sprague went through the provided documentation with the proposed artwork for the BMTA offices after construction is completed. This proposed artwork was provided by Form and Function and consists of numerous historical transit pictures and paintings from area artists. Sprague indicated it did not make sense to simply allow the walls of the BMTA offices to remain bare after construction and most items are of minimal value.

**DeLorge** moved, supported by **Berne**, that the information from Form and Function on the artwork, as presented, be submitted to the full Board of Directors for approval. **The motion carried unanimously.**

OTHER BUSINESS: Sprague provided information involving Liberty vs Vets Bridge possible offer by Bay City Bridge Partners. There has been talks between Bay City Bridge Partners to possibly offer a flat fee for BMTA to utilize the Liberty Bridge and Independence Bridge. This may be helpful once Lafayette Bridge is closed. Sprague is continuing to have discussions and will update the Board as things progress.

ADJOURNMENT: There being no other business to conduct, **Andrus** moved, supported by **McNally**, to adjourn. The meeting was adjourned at 4:24 p.m.

  
Dr. Mary Boettger, Committee Chair

  
Bethany Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES  
August 21, 2024

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

ROLL CALL: Members present: Dr. Mary Ann **Boettger**, Thomas **Boetefuer**, Roy **DeLorge**, Michael **Halstead**, Melvin **McNally**, Michael **Berne** and John **Andrus**. Excused: Joel LaBrie. Absent: Robert **Redmond**. Staff present: Kristy Pletzke, Jody Kietzman-Morrison, Thomas Dominowski and Beth Robinson. Public: Sam Fitzpatrick, Bay City Development Director was also present.

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

APPROVAL OF MINUTES: **Boettger** moved, supported by **DeLorge**, to approve the minutes of the July 17, 2024 Regular Board Meeting and August 7, 2024 Finance Committee Meeting. **The motion carried unanimously.**

ITEM #1: **Boetefuer** moved, supported by **Berne**, to approve the July, 2024 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **DeLorge** moved, supported by **Boettger**, to receive for information the June, 2024 Financial Reports. **The motion carried unanimously.**

ITEM #3: **Andrus** moved, supported by **Boetefuer**, to approve the Quarterly Financial Statement dated June 30, 2024. Pletzke explained changes made from original mailing. **The motion carried unanimously.**

ITEM #4: **DeLorge** moved, supported by **Andrus**, to approve the recommendation of the Finance Committee for the OPEB Actuarial Valuation (10/01/2022), Financial Reporting (9/30/2022) and deposits to and reimbursement from the Trust Fund for FY-2024. **The motion carried unanimously.**

ITEM #5: **Boetefuer** moved, supported by **Boettger**, to approve the recommendation of the Finance Committee for the Pension Actuarial Valuation and Recommendation of Additional Funding of \$411,000 in FY-2025. **The motion carried unanimously.**

ITEM #6: **Boetfuier** moved, supported by **McNally**, to receive for information the July, 2024 Ridership Report. **The motion carried unanimously.**

ITEM #7: **DeLorge** moved, supported by **Berne**, to receive for information the July, 2024 Changes in Employment Report. **The motion carried unanimously.**

ITEM #8: **Boettger** moved, supported by **Berne**, to approve the Quote Summary for office furnishings by Small Business Source, Troy, Michigan. **The motion carried unanimously.**

ITEM #9: **Boettger** moved, supported by **Boetfuier**, to approve the Proposal Summary for Garage MAU's and Hanging Heaters by Custom Engineering. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague was unable to attend Board Meeting as he was at the MASSTRANS conference.

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

COMMUNICATIONS: Numerous communications were reviewed and discussed.

OTHER BUSINESS: Finance Committee Meeting will be scheduled for September 4, 2024, at 4:00 p.m.

ADJOURNMENT: **Andrus** moved, supported by **Boettger**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:08 p.m.

  
\_\_\_\_\_  
John Andrus, Board Vice Secretary

  
\_\_\_\_\_  
Bethany Robinson, Recording Secretary



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FINANCE COMMITTEE MEETING MINUTES  
August 7, 2024

CALL TO ORDER: Committee Chairperson Dr. Mary Boettger called the meeting to order at 4:05 p.m.

ROLL CALL: Member present: Mary **Boettger**, Michael **Berne**, Thomas **Boetefuer**, Roy **DeLorge**, Robert **Redmond** and Melvin **McNally**. Member excused: Michael **Halstead**. Member absent: John **Andrus**. Staff present: Eric Sprague, Kristy Pletzke and Bethany Robinson.

ITEM #1: Sprague discussed the fact that State is dropping the projected reimbursement rate by 5% for 2025 and preferred budgets be resubmitted only if changes are more than 15%. At this time, we are not planning on resubmitting our budget as there is not a need. **Redmond** inquired as to further information as to the changes made to be provided to the Board prior to the next board meeting.

ITEM #2: Pletzke went over the information provided for the OPEB Actuarial Valuation. BMTA has not been providing reimbursement from the trust fund for payments made to retiree premiums for medical, dental and vision insurance.

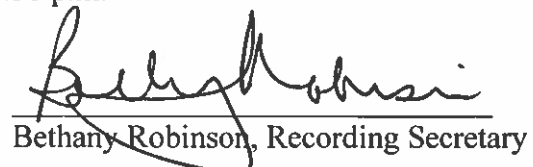
ITEM #3: Pletzke went over the information provided for the Pension Actuarial Valuation and recommendation of additional funding. It was discussed how approximately \$411,000 is being recommended to contribute to the BMTA pension trust fund in FY-2025.

**Berne** moved, supported by **Redmond**, to recommend that the review of the FY-2025 budget is complete and no resubmission will be made to the state based on changes discussed, the OPEB information is received for information and the additional funding of the pension trust in the amount of \$411,000 be approved for FY2025, as presented, be submitted to the full Board of Directors for approval. **The motion carried unanimously.**

OTHER BUSINESS: Sprague discussed the need for art/décor for the main facility after renovations are made. Art is not a covered expense under the funds for Public Transit statues. This will need to be provided to the Finance Committee and Board for approval at a later date.

ADJOURNMENT: There being no other business to conduct, **Redmond** moved, supported by **Berne**, to adjourn. The meeting was adjourned at 4:38 p.m.

  
Dr. Mary Boettger, Committee Chair

  
Bethany Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES  
July 17, 2024

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

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

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

APPROVAL OF MINUTES: **Boettger** moved, supported by **DeLorge**, to approve the minutes with discussed changes of the June 17, 2024 Regular Board Meeting. **The motion carried unanimously.**

ITEM #1: **McNally** moved, supported by **DeLorge**, to approve the June, 2024 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **Boettger** moved, supported by **Andrus**, to receive for information the May, 2024 Financial Reports. **The motion carried unanimously.**

ITEM #3: **Boettger** moved, supported by **DeLorge**, to approve the 2024 Tax Rate Requestion. **The motion carried unanimously.**

ITEM #4: **Boettger** moved, supported by **McNally**, to approve the revised Disadvantaged Business Enterprise (DBE) Program with DBE Methodology for FY2025-2027. **The motion carried unanimously.**

ITEM #5: **Boetefuer** moved, supported by **Boettger**, to receive for information the June, 2024 Ridership Report. **The motion carried unanimously.**

ITEM #6: **McNally** moved, supported by **DeLorge**, to receive for information the June, 2024 Changes in Employment Report. **The motion carried unanimously.**

ITEM #7: **Boettger** moved, supported by **Berne**, to approve MERS 2024 Office and Employee Delegate Certification Form. **The motion carried unanimously.**

ITEM #8: **Boettger** moved, supported by **Andrus**, to approve Resolution 2024-08 Authorization for Revised MDOT Project P25/03 Enhanced Mobility of Seniors and Individuals with Disabilities Program. **The motion carried unanimously.**

ITEM #9: **Boettger** moved, supported by **Boetefuer**, to approve Resolution 2024-09 Year 2024 Milage Renewal Election Language. Sprague indicated that Attorney Sheppard reviewed this language and it is the same language used in 2018. **The motion carried unanimously.**

ITEM #10: **Boettger** moved, supported by **McNally**, to approve the Proposal Summary for Office Renovation Project for Paradise Builders of Beaverton. **The motion carried unanimously.**

ITEM #11: **DeLorge** moved, supported by **Boettger**, to approve Resolution 2024-10 Agreement to Provide Information Tech Services between BMTA and County of Bay. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague discussed with the Board Members the request to provide free bus fairs for all individuals on Primary Election Day and Election Day of August 5, 2024 and November 6, 2024. Numerous other transit systems are providing same.

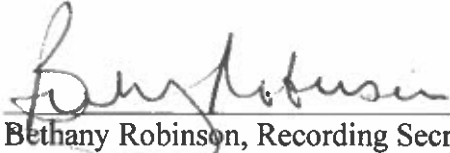
**DeLorge** moved, supported by **Boettger**, to receive for information the General Manager's Report. **The motion carried unanimously.**

COMMUNICATIONS: Board Member Joel LaBrie, provided to Chairperson Halstead a letter of resignation to the BMTA Board of Directors.

OTHER BUSINESS: Finance Committee Meeting will be scheduled for August 7, 2024, at 4:00 p.m.

ADJOURNMENT: **Andrus** moved, supported by **Boettger**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:07 p.m.

  
John Andrus, Board Vice Secretary

  
Bethany Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES  
June 19, 2024

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

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

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

APPROVAL OF MINUTES: **Andrus** moved, supported by **DeLorge**, to approve the minutes with discussed changes of the May 15, 2024 Regular Board Meeting. **The motion carried unanimously.**

ITEM #1: **McNally** moved, supported by **Berne**, to approve the May, 2024 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **DeLorge** moved, supported by **McNally**, to receive for information the April, 2024 Financial Reports. **The motion carried unanimously.**

ITEM #3: **Boettger** moved, supported by **DeLorge**, to receive for information the May, 2024 Ridership Report. **The motion carried unanimously.**

ITEM #4: **Boettger** moved, supported by **McNally**, to receive for information the May, 2024 Changes in Employment Report. **The motion carried unanimously.**

ITEM #5: **Berne** moved, supported by **DeLorge**, to approve Resolution 2024-07 Authorization for BMTA to Invest in CDARS Account with Independent Bank. **The motion carried unanimously.**

ITEM #6: **Boetefuer** moved, supported by **DeLorge**, to approve the Fuel Bid Summary for Jul 1, 2024 – September 30, 2024 for Cass City Oil. **The motion carried unanimously.**

ITEM #7: **Boettger** moved, supported by **DeLorge**, to receive for information the Resolution for BMTA 50<sup>th</sup> Anniversary. Sprague discussed his attendance to receive said resolution. **The motion carried unanimously.**

ITEM #8: **Boettger** moved, supported by **DeLorge**, to approve Proposal Summary for CBS Renovation Project for Pumford Construction. Sprague discussed the CBS renovation and status of same. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague went through the attached report to the Board Packet. There were no questions with regard to the highlighted points.

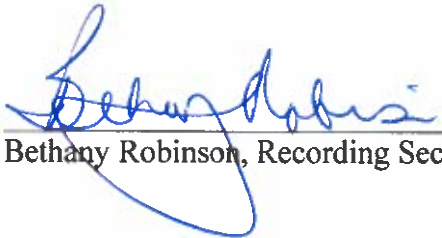
**Andrus** moved, supported by **DeLorge**, to receive for information the General Manager's Report. **The motion carried unanimously.**

COMMUNICATIONS: None.

OTHER BUSINESS: None.

ADJOURNMENT: **Andrus** moved, supported by **McNally**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:06 p.m.

  
\_\_\_\_\_  
Thomas Boetefuer, Board Secretary

  
\_\_\_\_\_  
Bethany Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES  
May 15, 2024

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

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

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

APPROVAL OF MINUTES: **McNally** moved, supported by **Boettger**, to approve the minutes with discussed changes of the April 17, 2024 Regular Board Meeting. **The motion carried unanimously.**

ITEM #1: **DeLorge** moved, supported by **Andrus**, to approve the April, 2024 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **Boettger** moved, supported by **McNally**, to receive for information the March, 2024 Financial Reports. **The motion carried unanimously.**

ITEM #3: **DeLorge** moved, supported by **Andrus**, to receive for information the quarterly financial reports for March 31, 2024. **The motion carried unanimously.**

ITEM #4: **Boettger** moved, supported by **Boetefuer**, to receive for information the April, 2024 Ridership Report. **The motion carried unanimously.**

ITEM #5: **Boettger** moved, supported by **McNally**, to receive for information the April, 2024 Changes in Employment Report. **The motion carried unanimously.**

ITEM #6: **Boettger** moved, supported by **DeLorge**, to receive for information the Procurement Policy Revision. **The motion carried unanimously.**

ITEM #7: **DeLorge** moved, supported by **McNally**, to receive for information the BMTA Safety Plan Update. **The motion carried unanimously.**

ITEM #8: **Boettger** moved, supported by **McNally**, to the sale of an older bus to All Saints School for \$1.00. **The motion carried unanimously.**

ITEM #9: **Boettger** moved, supported by **DeLorge**, to approve Resolution No. 2024-06 Authorization for MDOT Project BMTA FY 2020 Section 5339 – Local Buses/Bus Facilities Formula Program. **The motion carried unanimously.**

ITEM #10: **McNally** moved, supported by **Boettger**, to approve the Authorization for MOU Metropolitan Transportation Planning Responsibilities for Bay County Area Transportation Study. **The motion carried unanimously.**

GENERAL MANAGER’S REPORT: Sprague discussed the fact that Bangor John Glenn agreed to take the mural from the Board Room back and store it. Further that Bay Metro was going to be presented with a Resolution for its 50<sup>th</sup> year anniversary at the May 21, 2024 Bay County Board of Commissioners Meeting. Sprague is planning on attending to accept the Resolution. Discussion was held about staff moving to trailers and renovations beginning.

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

COMMUNICATIONS: None.

OTHER BUSINESS: Next meeting will take place at Bangor Township, located at 180 State Park Drive, Bay City, Michigan 48706

ADJOURNMENT: **Andrus** moved, supported by **Berne**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:19 p.m.

  
Thomas Boetefuer, Board Secretary

  
Bethany Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES  
April 17, 2024

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

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

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

APPROVAL OF MINUTES: **Boetefuer** moved, supported by **Boettger**, to approve the minutes with discussed changes of the March 20, 2024 Regular Board Meeting. **The motion carried unanimously.**

ITEM #1: **McNally** moved, supported by **Boetefuer**, to approve the March, 2024 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **Boettger** moved, supported by **Boetefuer**, to receive for information the February, 2024 Financial Reports. **The motion carried unanimously.**

ITEM #3: **DeLorge** moved, supported by **McNally**, to receive for information the March, 2024 Ridership Report. **The motion carried unanimously.**

ITEM #4: **Boettger** moved, supported by **DeLorge**, to receive for information the March, 2024 Changes in Employment Report. **The motion carried unanimously.**

ITEM #5: **Berne** moved, supported by **McNally**, to approve the proposal summary for fuel bid summary (fuel bid tabulation correction from March 20, 2024) recommending Cass City Oil. Sprague explained the correction to the tabulation used on March 20, 2024. **The motion carried unanimously.**

ITEM #6: **Boettger** moved, supported by **DeLorge**, to approve the proposal summary for Interior Design Consult for Form & Function. **Halstead** inquired about some of the renovations and Sprague responded. **The motion carried unanimously.**

ITEM #7: **Boettger** moved, supported by **Boetefuer**, to approve the sale of older buses for municipalities for \$1.00 each to Portsmouth Fire Department, Pinconning Township and Beaver Township Fire Department. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague went over the timeline for the renovation projects and HVAC projects at BMTA.

**Berne** moved, supported by **DeLorge**, to receive for information the General Manager's Report. **The motion carried unanimously.**

COMMUNICATIONS: None.

OTHER BUSINESS: Boettger would like to supply pies for the BMTA employees and Board on March 15, 2024. It was discussed and decided that 10 pies would be purchased by Boettger and if any Board Members would like to financially contribute towards the purchase they can either contact Beth or Dr. Boettger directly.

ADJOURNMENT: **Boettger** moved, supported by **Boetefuer**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:15 p.m.

  
Thomas Boetefuer, Board Secretary

  
Bethany Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES  
March 20, 2024

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

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

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

APPROVAL OF MINUTES: **Boetefuer** moved, supported by **McNally**, to approve the minutes with discussed changes of the February 21, 2024 Regular Board Meeting. **The motion carried unanimously.**

ITEM #1: **Boetefuer** moved, supported by **Berne**, to approve the February, 2024 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **DeLorge** moved, supported by **Boettger**, to receive for information the January, 2024 Financial Reports. **The motion carried unanimously.**

ITEM #3: **McNally** moved, supported by **Boetefuer**, to receive for information the February, 2024 Ridership Report. **The motion carried unanimously.**

ITEM #4: **Boetefuer** moved, supported by **DeLorge**, to receive for information the February, 2024 Changes in Employment Report. **The motion carried unanimously.**

ITEM #5: **DeLorge** moved, supported by **McNally**, to approve Resolution No. 2024-03 authorizing investment in CDARS account with Independent Bank. **The motion carried unanimously.**

ITEM #6: **Boetefuer** moved, supported by **Berne**, to approve Resolution No. 2024-04 authorizing FY 2024 Bridge/Transit Assistance Project. **The motion carried unanimously.**

ITEM #7: **DeLorge** moved, supported by **Boetefuer**, to approve Resolution No. 2024-05 authorizing agreement with Neil Spencer Builders, LLC (“S-Cargo”) for office containers during HVAC displacement. **The motion carried unanimously.**

ITEM #8: **Boettger** moved, supported by **DeLorge**, to approve the proposal summary for fuel bid summary recommending Petroleum Traders. **The motion carried unanimously.**

ITEM #9: **Redmond** moved, supported by **Boetefuer**, to approve the auditor proposal for FY 2024-2026 with option for 2 additional years for Maner Costerisan of Lansing, Michigan. **The motion carried unanimously.**

ITEM #10: **DeLorge** moved, supported by **Boetefuer**, to approve that the BMTA Board Meetings will take place at Bangor Township Hall during the HVAC displacement beginning with May 2024. **The motion carried unanimously.**

ITEM #11: **McNally** moved, supported by **Boettger**, to approve the quote summary for electric service to office trailers with Clements Electric. **The motion carried unanimously.**

GENERAL MANAGER’S REPORT: Sprague provided updates on the HVAC project and the CBS project.

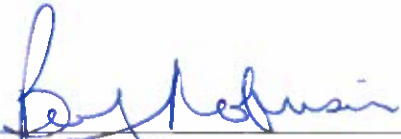
**DeLorge** moved, supported by **Andrus**, to receive for information the General Manager’s Report. **The motion carried unanimously.**

COMMUNICATIONS: None.

OTHER BUSINESS: Pletzke provided information on the OPEB Reporting for FY 2023 for review and information. **Boetefuer** moved, supported by **DeLorge** to receive for information. **The motion carried unanimously.**

ADJOURNMENT: **Andrus** moved, supported by **Berne**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:08 p.m.

  
\_\_\_\_\_  
Thomas Boetefuer, Board Secretary

  
\_\_\_\_\_  
Bethany Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES  
February 21, 2024

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

ROLL CALL: Members present: John **Andrus**, Thomas **Boetefuer**, Roy **DeLorge**, Michael **Halstead**, Melvin **McNally**, Michael **Berne**, and Joel **LaBrie**. Members excused: Dr. Mary Ann **Boettger** and Robert **Redmond**. Staff present: Eric Sprague, Kristy Pletzke, Jody Kietzman-Morrison and Beth 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: **Boetefuer** moved, supported by **Andrus**, to approve the minutes with discussed changes of the January 17, 2024 Regular Board Meeting. **The motion carried unanimously.**

ITEM #1: **Boetefuer** moved, supported by **Berne**, to approve the January, 2024 Disbursement Report/Check Register. **The motion carried unanimously.**

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

ITEM #3: **LaBrie** moved, supported by **McNally**, to approve the 2023 Quarterly Financial Report, dated December 31, 2023. **The motion carried unanimously.**

ITEM #4: **Boetefuer** moved, supported by **DeLorge**, to receive for information the January 2024 Ridership Report. **The motion carried unanimously.**

ITEM #5: **McNally** moved, supported by **DeLorge**, to receive for information the January, 2024 Changes in Employment Report. **The motion carried unanimously.**

ITEM #6: **DeLorge** moved, supported by **LaBrie**, to approve Resolution No. 2024-02 authorizing execution of the Amendment to the BMTA Articles of Incorporation for equalization of Board Members, as recommended by the Personnel Committee. **The motion carried unanimously.**

ITEM #7: **McNally** moved, supported by **Boetefuer**, to approve the proposal summary for van order history for 9 vans from Hoekstra Transportation. This summary is modified to reflect the increase in cost for the vans. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague discussed the proposal for displacement of staff and drivers during the HVAC project. Documents were attached for suggested ideas for locations and contractor trailers. Sprague proposes that everyone stays onsite for the main reason of IT issues. City Offices, Bay County Offices and Allen Medical Building were looked at as possible locations to set up office, however they were not readily equipped to handle our needs. The contractor trailers seem to adequately provide what is needed at a lower cost of having offices offsite. We have an approximate start date of June 6 for construction, however trailers are slated to be delivered on May 1 to allow for set up prior to complete displacement.

Project is scheduled for approximately 5-6 months, with the trailers being here for about 7-8 months to allow for everyone one to vacate and then move in after facility has been updated.

Sprague indicated that future Board Meetings will be held at another location and Beth will be looking into possibly locations.

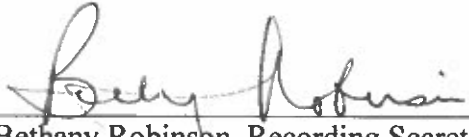
**Andrus** moved, supported by **Boetefuer**, to receive for information the General Manager's Report. **The motion carried unanimously.**

COMMUNICATIONS: None.

OTHER BUSINESS: None.

ADJOURNMENT: **LaBrie** moved, supported by **Berne**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:18 p.m.

  
Thomas Boetefuer, Board Secretary

  
Bethany Robinson, Recording Secretary



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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



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FINANCE COMMITTEE MEETING MINUTES  
January 3, 2024

CALL TO ORDER: Acting Committee Chairperson John Andrus called the meeting to order at 4:10 p.m.

ROLL CALL: Member present: John **Andrus**, Michael **Berne**, Thomas **Boetefuer**, Roy **DeLorge**, and Melvin **McNally**. Member excused: Mary **Boettger**, Michael **Halstead** and Robert **Redmond**. Member absent: Joel **LaBrie**. Staff present: Eric Sprague, Kristy Pletzke and Bethany Robinson.

ITEM #1: The Fiscal Year 2025 Preliminary Budget and Comparison were reviewed. Finance Manager Pletzke explained that this was a proposed budget to be submitted to the State. Further it was explained the differences between 2024 and 2025 Budgets. Berne asked questions about revenue and expenses balancing and Sprague responded. It was also noted that Maner Costerisan will be adjusting their costs and their contract with Bay Metro expires this year. Request for proposals will be submitted to auditing firms and proposals shall be received for evaluation. Proposals will be brought before the Board for a decision in the near future.

**Boetefuer** moved, supported by **DeLorge**, to recommend that the 2025 Preliminary Budget, as presented, be submitted to the full Board of Directors for approval. **The motion carried unanimously.**

ADJOURNMENT: There being no other business to conduct, **DeLorge** moved, supported by **Boetefuer**, to adjourn. The meeting was adjourned at 4:28 p.m.

  
\_\_\_\_\_  
John Andrus, Acting Committee Chair

  
\_\_\_\_\_  
Bethany Robinson, Recording Secretary



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PERSONNEL COMMITTEE MEETING MINUTES  
January 3, 2024

CALL TO ORDER: Committee Chairperson John Andrus called the meeting to order at 4:01 p.m.

ROLL CALL: Member present: John **Andrus**, Michael **Berne**, Thomas **Boetefuer**, Roy **DeLorge**, and Melvin **McNally**. Member excused: Mary **Boettger**, Michael **Halstead** and Robert **Redmond**. Member absent: Joel **LaBrie**. Staff present: Eric Sprague, Kristy Pletzke and Bethany Robinson.

ITEM #1: Possible Amendment to Articles of Incorporation to adjust for 3 sets of Board Members was discussed. Sprague provided two different options on ways to equalize term expiration dates. After discussion, it was determined that Option 2, as follows, was the preferred option for a quicker outcome.

Option 2: Assuming no vacancies among 4 members with expiring terms in 2025, 3 sets of 3 members with the same term expiration will be accomplished until 2026.

2025

2 expire 2026 3 year terms

3 expire 2027 3 year terms

3 expire 2028 3 year terms

1 expire 2026 1 year term

Except only as provided otherwise in this section, the term of each Board member shall be for three (3) years. With respect to the terms of the four (4) Board members that expire in 2025, three (3) shall be appointed to three0year expiring terms and one (1) Board member shall be appointed to a one-year expiring term. Any vacancy occurring amount the Board members with terms expiring in 2025 or if any of the four (4) do not seek reappointment, the newly appointed Board member shall have an expiring term of 2026.

**Boetefuer** moved, supported by **Berne**, to recommend that Proposed Option 2 would be the preferred option to equalize the Board Member expiration dates, as presented, be submitted to the full Board of Directors for approval. **The motion carried unanimously.**

ADJOURNMENT: There being no other business to conduct, **McNally** moved, supported by **DeLorge**, to adjourn. The meeting was adjourned at 4:08 p.m.

  
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John Andrus, Committee Chair

  
\_\_\_\_\_  
Bethany Robinson, Recording Secretary