



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 17, 2025

CALL TO ORDER: Secretary Melvin McNally called the meeting to order at 4:00 p.m.

ROLL CALL: Members present: James **Anderson**, Colleen **Maillette**, Michael **Vincent**, Penny **Zacharko**, and Michael **Berne**. Members excused: Dr. Mary Ann **Boettger**. Members 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, **Anderson** moved, supported by **Maillette**, to dispense with public input. **The motion carried unanimously.**

APPROVAL OF MINUTES: **Maillette** moved, supported by **Berne**, to approve the minutes of the November 19, 2025, Regular Board Minutes and **Anderson** moved, supported by **Berne**, to approve the minutes of November 19, 2025, of the Nominating Committee. **The motion carried unanimously.**

ITEM #1: **Maillette** moved, supported by **Berne**, to approve the November, 2025 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **Vincent** moved, supported by **Maillette**, to receive for information the October, 2025 Financial Reports. **The motion carried unanimously.**

ITEM #3: **Anderson** moved, supported by **Berne**, to receive for information the November, 2025 Ridership Reports. **The motion carried unanimously.**

ITEM #4: **Vincent** moved, supported by **Anderson**, to receive for information the November, 2025 Changes in Employment Report. **The motion carried unanimously.**

ITEM #5: **Anderson** moved, supported by **Berne**, to approve the Corporate Authorization Resolution with 1st State Bank for the addition of M. Vincent. **The motion carried unanimously.**

ITEM #6: **Berne** moved, supported by **Anderson**, to approve the recommendation of the Nominating Committee for the appointment of Chairman Colleen Maillette to replace the Chairman Halstead. No other members expressed interest in the position. **The motion carried unanimously.**

ITEM #7: **Maillette** moved, supported by **Vincent**, to approve the execution of the FY 2025 BMTA and Bay County Pass Through Agreement. **The motion carried unanimously.**

ITEM #8: **Berne** moved, supported by **Anderson**, to approve toll bridge contract with Bay City Bridge Partners for 2026, with continued conversation about future relationships. **The motion carried unanimously.**

ITEM #9: **Berne** moved, supported by **Vincent**, to approve the fuel bid summary of 01/01/2026-03/31/2026 with Tartan Oil Co. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague discussed his conversations with the area County VA department with respect to possible transportation for area veterans to the Saginaw Veteran's Hospital. He will be looking into whether this is something BMTA can offer and what cost would be involved.


Maillette moved, supported by **Vincent**, to receive for information the General Manager's Report.

COMMUNICATIONS: None,

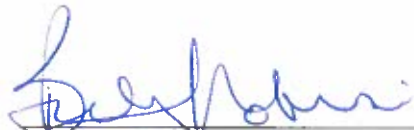
OTHER BUSINESS: Finance Committee meeting set for January 7, 2026, at 4:00 p.m.

Maillette indicated she would like for Sprague to obtain information about joining the Bay Area Chamber of Commerce. **Maillette** also requested a committee be appointed for the review and possible amendments to the BMTA Bylaws and Articles.

ADJOURNMENT: **Anderson** moved, supported by **Maillette**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:35 p.m.



Melvin McNally, Board Secretary



Bethany Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES
November 19, 2025

CALL TO ORDER: Vice Secretary Penny Zacharko called the meeting to order at 4:03 p.m.

ROLL CALL: Members present: James **Anderson**, Colleen **Maillette**, Michael **Vincent**, Penny **Zacharko**, and Michael **Berne**. Members excused: Michael **Halstead** and Dr. Mary Ann **Boettger**. Members Absent: Melvin **McNally** 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, **Anderson** moved, supported by **Maillette**, to dispense with public input. **The motion carried unanimously.**

APPROVAL OF MINUTES: **Berne** moved, supported by **Vincent**, to approve the minutes of the October 15, 2025, Regular Board Minutes. **The motion carried unanimously.**

ITEM #1: **Maillette** moved, supported by **Vincent**, to approve the October, 2025 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **Anderson** moved, supported by **Berne**, to receive for information the September, 2025 Financial Reports. **The motion carried unanimously.**

ITEM #3: **Maillette** moved, supported by **Berne**, to approve the quarterly financial reports (with updated information provided at meeting) as of September 30, 2025, with discussed corrections. Pletzke explained the changes made to the previous reports and all inquiries were answered/explained. **The motion carried unanimously.**

ITEM #4: **Berne** moved, supported by **Anderson**, to receive for information the Pre-Audit Summary from Maner Costerisan. Pletzke explained the past and present practices with respect to they yearly audit. **The motion carried unanimously.**

ITEM #5: **Berne** moved, supported by **Anderson**, to receive for information the October, 2025 Ridership Reports. **The motion carried unanimously.**

ITEM #6: **Vincent** moved, supported by **Berne**, to receive for information the October, 2025 Changes in Employment Report. **The motion carried unanimously.**

ITEM #7: **Anderson** moved, supported by **Berne**, to approve the Corporate Authorization Resolution with 1st State Bank for the addition of M. Vincent. **The motion carried unanimously.**

ITEM #8: **Berne** moved, supported by **Millette**, to approve Sprague to negotiate with Bay City Bridge Partners for the continuing contract for the use of the bridges. Sprague will report back to the Board at the December meeting with proposed outcome. **The motion carried unanimously.**

ITEM #9: **Maillette** moved, supported by **Anderson**, to approve the execution of FY 2026 Specialized Services Operation Assistance Program. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Due to Halstead's recent passing and leaving an open Chairman position, Vice Chair Boettger has appointed Berne, Anderson and Maillette to a Nominating Committee to meet and recommend a new Chairman. Members were also advised that an open position is now available for BMTA and an application for same is provided, should anyone know of an individual willing to serve.

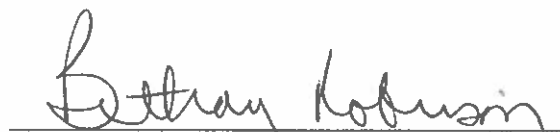
Anderson moved, supported by **Maillette**, to receive for information the General Manager's Report.

COMMUNICATIONS: None,

OTHER BUSINESS: BMTA Holiday Party is scheduled for December 18, 2025, at 11:00 a.m. to 2:00 p.m. Board Members are welcome to attend.

ADJOURNMENT: **Anderson** moved, supported by **Berne**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:40 p.m.


Penny Zacharko, Board Vice Secretary


Bethany Robinson, Recording Secretary



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NOMINATING COMMITTEE MEETING MINUTES
November 19, 2025

CALL TO ORDER: Chairman Michael **Berne** called the meeting to order at 4:40 p.m.

ROLL CALL: Members present: James **Anderson**, Michael **Berne** and Colleen **Maillette**.
Members excused: None. Members absent: None. Staff present: Eric Sprague.

ITEM #1: Colleen Maillette and Michael Berne requested to be considered for the appointment of Chairman. Discussion was had amongst the members about with individual would better serve.

Berne moved, supported by **Anderson**, Colleen **Maillette** abstained from the vote, to recommend the Chairman officer nomination to the Board of Directors at the next meeting:

Chairman: Colleen Maillette

The motion carried unanimously.

ADJOURNMENT: **Anderson** moved, supported by **Maillette**, to adjourn. The meeting was adjourned at 4:48 p.m.


Michael Berne, Chairman


Eric Sprague, Recording Secretary



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REGULAR BOARD MEETING MINUTES
October 15, 2025

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

ROLL CALL: Members present: James **Anderson**, Dr. Mary Ann **Boettger**, Colleen **Maillette**, Michael **Vincent**, Michael **Halstead**, Melvin **McNally** and Penny **Zacharko**, Michael **Berne** 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, **Vincent** moved, supported by **Maillette**, to dispense with public input. **The motion carried unanimously.**

APPROVAL OF MINUTES: **McNally** moved, supported by **Boettger**, to approve the minutes of the September 17, 2025, Regular Board Minutes, **Boettger** moved, supported by **Vincent**, to approve the Personnel Committee Minutes of September 26, 2025, and **Maillette** moved, supported by **Berne**, to approve the Special Board Meeting Minutes of September 29, 2025. **The motion carried unanimously.**

ITEM #1: **McNally** moved, supported by **Anderson**, to approve the September, 2025 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **Anderson** moved, supported by **Boettger**, to receive for information the August, 2025 Financial Reports. **The motion carried unanimously.**

ITEM #3: **Maillette** moved, supported by **Berne**, to approve the FY 2026 Final Budget for Operating Revenue (updated). **The motion carried unanimously.**

ITEM #4: **Boettger** moved, supported by **McNally**, to receive for information the September, 2025 Ridership Reports. **The motion carried unanimously.**

ITEM #5: **Vincent** moved, supported by **Maillette**, to receive for information the September, 2025 Changes in Employment Report. **The motion carried unanimously.**

ITEM #6: **Redmond** moved, supported by **Boettger**, to approve the Standard Commission Agency Contract with Indian Trails. **The motion carried unanimously.**

ITEM #7: **Boettger** moved, supported by **McNally**, to approve the Telephone Solution with local funding, **Boettger** moved, supported by **Vincent**, to approve the purchase of phones from Connection Public Sector, and **Anderson** moved, supported by **Maillette** to approve the month to month agreement and installation with Symplified VOIP Solutions. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague was unable to attend due to being at the MERS conference. Pletzke opened up the floor for questions. She also addressed the Board with respect to the need of a third signature on BMTA bank accounts.

Anderson moved, supported by **Maillette**, to receive for information the General Manager's Report.


COMMUNICATIONS: None,

OTHER BUSINESS: **Anderson** moved, supported by **Maillette**, to approve Michael Vincent to be a signer on the BMTA bank accounts. The motion carried unanimously.

ADJOURNMENT: **Maillette** moved, supported by **Vincent**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:11 p.m.



Penny Zacharko, Board Vice Secretary



Bethany Robinson, Recording Secretary



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BMTA SPECIAL BOARD MEETING MINUTES
September 29, 2025

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

ROLL CALL: Members present in person: John **Andrus**, Michael **Berne**, Dr. Mary Ann **Boettger**, Roy **DeLorge**, Michael **Halstead**, Robert **Redmond** (attended at 4:12 pm), and Penny **Zacharko**. Member absent: Melvin **McNally**. Staff present: Eric Sprague, Kristy Pletzke and Jody Keitzman-Morrison. Guest present: Tim Quinn

Boetefuer moved, supported by **Halstead**, to go into closed session to discuss strategy to reach a collective bargaining agreement with the United Steelworkers Local 8422-00, remain in closed session to discuss strategy to reach a collective bargaining agreement with Teamsters Local #214, and remain in closed session to consider the management employees tentative Wage and Fringe Benefit Package, material exempt from disclosure by state or federal statute, pursuant to MCL 15.268(h) of the Michigan Freedom of Information Act. **The motion carried unanimously.**

[A closed meeting was held from 4:03 p.m. until 4:21 p.m.]

Andrus moved, supported by **Bauer**, to return to regular session. **The motion carried unanimously.**

ITEM #1, 2 & 3: **Bauer** moved, supported by **Halstead**, to approve the proposed bargaining agreement with United Steelworkers Local 8422-00, as recommended in closed session; to approve the proposed bargaining agreement with Teamsters Local #214, as recommended in closed session; and to approve the proposed Management Employees/General Manager Wage and Fringe Benefit Package, as recommended in closed session. A roll call vote was taken. Voting "yes" were: Berne, Boettger, Halstead, McNally, Vincent and Zacharko. Voting "no" were: None. **The motion carried unanimously.**

ADJOURNMENT: There being no other business to conduct, **McNally** moved, supported by **Berne**, to adjourn. A roll call vote was taken. Voting "yes" were: Berne, Boettger, Halstead, McNally, Vincent and Zacharko. Voting "no" were: None. **The motion carried unanimously.** The meeting was adjourned at 4:22 p.m.


Melvin McNally, Board Secretary


Jody Keitzman-Morrison, Recording Secretary



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NOMINATING COMMITTEE MEETING MINUTES
September 26, 2025

CALL TO ORDER: Chairman James **Anderson** called the meeting to order at 2:00 p.m.

ROLL CALL: Members present: James **Anderson**, Michael **Vincent** and Penny **Zacharko**. 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 reappointment for officer position of Vice Chairman; and Melvin McNally requested to be considered for reappointment of officer position of Secretary. No requests had been made for nomination of the Vice Secretary position.


Anderson asked if there were any other nominees to be considered. Sprague indicated there were no individuals that have come forward for the position of Vice Secretary. **Zacharko** indicated that she would volunteer for the Vice Secretary position if no other nominees were received.

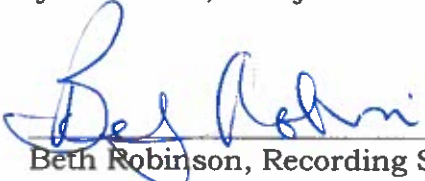
Vincent moved, supported by **Zacharko**, to recommend the following officer nominations to the Board of Directors at the next meeting:

Chairman:	Michael Halstead
Vice Chairman:	Dr. Mary Ann Boettger
Secretary:	Melvin McNally
Vice Secretary:	Penny Zacharko

The motion carried unanimously.

ADJOURNMENT: **Vincent** moved, supported by **Zacharko**, to adjourn. The meeting was adjourned at 2:03 p.m.


James Anderson, Chairman


Beth Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES
September 17, 2025

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

ROLL CALL: Members present: James **Anderson**, Dr. Mary Ann **Boettger**, Colleen **Maillette**, Michael **Vincent**, Michael **Halstead**, Melvin **McNally** and Penny **Zacharko**. Members Excused: Michael **Berne** and Robert **Redmond**. Staff present: Eric Sprague, Kristy Pletzke, Jody Kietzman-Morrison and Beth Robinson. Also present Tim Quinn.

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

Vincent moved, supported by **McNally**, to go into closed session pursuant to MCL 15.268(h) to consider Tim Quinn's Collective Bargaining Agreement Update. A roll call vote was taken. Voting "yes" were: Anderson, Boettger, Maillette, Vincent, Halstead, McNally and Zacharko. Voting "no" were: None. **The motion carried unanimously.**

[A closed meeting was held from 4:05 p.m. until 4:22 p.m.]

McNally moved, supported by **Boettger**, to return to regular session. **The motion carried unanimously.**

McNally moved, supported by **Anderson**, to move forward with the recommendation of Tim Quinn's Collective Bargaining Agreement Update regarding the Steelworkers and Teamsters contract negotiations. A roll call vote was taken. Voting "yes" were: Anderson, Boettger, Maillette, Vincent, Halstead, McNally and Zacharko. Voting "no" were: None. **The motion carried unanimously.**

APPROVAL OF MINUTES: **Boettger** moved, supported by **Vincent**, to approve the minutes of the August 13, 2025 Personnel Committee Minutes and **McNally** moved, supported by **Zacharko**, to approve the Board Meeting Minutes of August 20, 2025. **The motion carried unanimously.**

ITEM #1: **Boettger** moved, supported by **McNally**, to approve the August, 2025 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **Anderson** moved, supported by **Maillette**, to receive for information the July, 2025 Financial Reports. **The motion carried unanimously.**

ITEM #3: **Boettger** moved, supported by **McNally**, to approve Resolution No 2025-08 authorizing execution of investment in CDARS account with Independent Bank. **The motion carried unanimously.**

ITEM #4: **Boettger** moved, supported by **Berne**, to receive for information the August, 2025 Ridership Reports. **The motion carried unanimously.**

ITEM #5: **McNally** moved, supported by **Anderson**, to receive for information the August, 2025 Changes in Employment Report. **The motion carried unanimously.**

ITEM #6: **Maillette** moved, supported by **Boettger**, to approve fuel bid summary for October 1, 2025 thru December 31, 2025 with Cass City Oil. Anderson inquired if we would get a better rate if we went for a longer bid. Sprague indicated that the shorter time frame allows for decreases in prices more frequently. **The motion carried unanimously.**

ITEM #7: **Boettger** moved, supported by **Anderson**, to approve the DART software update with funding from 2022-20016 P5/R3. Sprague discussed the updates and how it would be very beneficial to the DART system. **The motion carried unanimously.**

ITEM #8: **Boettger** moved, supported by **McNally**, to approve request for quote summary for painting parts room and bus wash with Michigan Specialty Coatings. **The motion carried unanimously.**

ITEM #9: **Maillette** moved, supported by **Boettger**, to approve BMTA Property and Workers Compensation Insurance with Accident Fund Insurance and Fremont Insurance respectively. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague brought up the fact that we need to schedule a Nominating Committee meeting. Halstead indicated he would decide who was to be appointed and get back with Sprague. Sprague then went over the state funding documents relating to the Michigan State Budget. Discussion was had as to the reimbursement rate and how it would effect BMTA. Sprague also discussed tat he would be contacting Bridge Partners with regard to our contract with them and be asking for a longer term going forward.

Anderson moved, supported by **Maillette**, to receive for information the General Manager's Report.

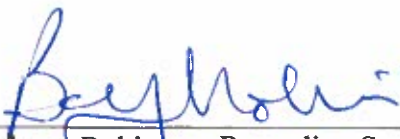
COMMUNICATIONS: None,

OTHER BUSINESS: None,

ADJOURNMENT: McNally moved, supported by Anderson, to adjourn. The motion carried unanimously. The meeting was adjourned at 4:40 p.m.



Melvin McNally, Board Secretary



Bethany Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES
August 20, 2025

CALL TO ORDER: Chairperson Michael Halstead called the meeting to order at 4:03 p.m.

ROLL CALL: Members present: James **Anderson**, Dr. Mary Ann **Boettger**, Michael **Berne**, Michael **Vincent**, Michael **Halstead**, Melvin **McNally** and Penny **Zacharko**. Member Excused: Colleen **Maillette**. Member Absent: Robert **Redmond**. Staff present: Eric Sprague, Kristy Pletzke, Jody Kietzman-Morrison and Beth Robinson. Also present Tom Dominowski.

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

APPROVAL OF MINUTES: **McNally** moved, supported by **Berne**, to approve the minutes of the July 16, 2025 Board Meeting Minutes and **Boettger** moved, supported by **Berne**, to approve the Finance Committee Minutes of August 5, 2025. **The motion carried unanimously.**

ITEM #1: **Boettger** moved, supported by **McNally**, to approve the July, 2025 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **Berne** moved, supported by **Anderson**, to receive for information the June, 2025 Financial Reports. **The motion carried unanimously.**

ITEM #3: **Boettger** moved, supported by **McNally**, to receive for information the June 30, 2025 Quarterly Financial Report. **The motion carried unanimously.**

ITEM #4: **Berne** moved, supported by **Anderson**, to receive for information the BMTA Revenues, Expenditures and Non Financial Data through 3rd Quarter. **The motion carried unanimously.**

ITEM #5: **McNally** moved, supported by **Berne**, to approve upon recommendation of the Finance Committee the FY 2026 Final Budget for Operating Expense/Revenue. **The motion carried unanimously.**

ITEM #6: **Boettger** moved, supported by **Berne**, to receive for information the July, 2025 Ridership Reports. **The motion carried unanimously.**

ITEM #7: **McNally** moved, supported by **Vincent**, to receive for information the July, 2025 Changes in Employment Report. **The motion carried unanimously.**

ITEM #8: Vincent moved, supported by Boettger, to approve the revision to the Personnel Policy No.: VI-10 Cell Phone Use Policy as recommended by the Personnel

ITEM #9: **McNally** moved, supported by **Vincent**, to approve the negotiations purchase to attorney recommendation of August 13, 2025 – United Steelworkers, that was recommended by the Personnel Committee. **The motion carried unanimously.**

ITEM #10: **Boettger** moved, supported by **Berne**, to approve the negotiations purchase to attorney recommendation of August 13, 2025 – Teamsters Local, that was recommended by the Personnel Committee. **The motion carried unanimously.**

ITEM #11: **Boettger** moved, supported by **McNally**, to approve summary proposal for the Garage Doors with Serenus Johnson. **The motion carried unanimously.**

ITEM #12: **Boettger** moved, supported by **McNally**, to approve summary proposal for the Interior Doors with FBH Architectural Security Inc. **The motion carried unanimously.**

ITEM #13: **Boettger** moved, supported by **Anderson**, to approve summary proposal for the Managed IT Solution with Joletec. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague talked about his MDOT conference and how it was mentioned that it is believed the LOB reimbursement rate for 2026 will be approximately 28.4%. On the federal level, the IJJA funds may be renewed and that may help financially. It was discussed talking with our State Representative Beason about possible push for funding. Sprague also brought up that our garage floor was completed and if anyone would like to see the finished product he would do a quick tour.

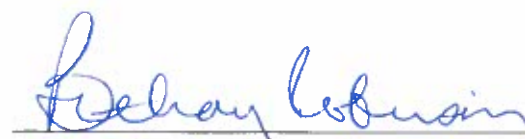
Anderson moved, supported by **Boettger**, to receive for information the General Manager's Report.

COMMUNICATIONS: **McNally** moved, supported by **Berne** to accept the correspondence from Sheriff Cunningham re: new board members. **The motion carried unanimously.**

OTHER BUSINESS:

ADJOURNMENT: **McNally** moved, supported by **Boettger**, 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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PERSONNEL COMMITTEE MEETING MINUTES
August 13, 2025

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**, Mary **Boettger**, Roy **DeLorge**, Michael **Halstead**, Michael **Vincent**, Penny **Zacharko** and Melvin **McNally**. Member absent: Robert **Redmond**. Staff present: Eric Sprague, Kristy Pletzke, Jody Kietzman-Morrison and Bethany Robinson. Also present was Tim Quinn.

ITEM #1 Revisions to the Personnel Policy No.: VI-10 Cell Phone Use Policy – this matter was discussed about why the policy was being revised and the changes that are being proposed. Questions were raised and answered by both Sprague and Kietzman-Morrison.

Boettger moved, supported by **Berne**, to recommend that Personnel Policy No.: VI-10 Cell Phone Use Policy be submitted to the full Board of Directors for approval. **The motion carried unanimously.**

CLOSED SESSION:

Berne moved, supported by **DeLorge**, to go into closed session pursuant to MCL 15.268(h) to discuss strategy to reach a collective bargaining agreement with United Steelworkers Local 8422-00 and Teamsters Local 214. A roll call vote was taken. Voting “yes” were: Andrus, Berne, Boettger, DeLorge, Halstead, McNally, Vincent and Zacharko. Voting “no” were: None. Absent: Redmond. **The motion carried unanimously.**

[A closed meeting was held from 4:05 p.m. until 4:45 p.m.]

Berne moved, supported by **Zacharko**, to return to regular session. **The motion carried unanimously.**

ITEM #2 and ITEM #3 - **DeLorge** moved, supported by **Boettger**, to move forward with the proposed strategy to reach a collective bargaining agreement with both United Steelworkers and Teamsters Local. A roll call vote was taken. Voting “yes” were: Andrus, Berne, Boettger, DeLorge, Halstead, McNally, Vincent and Zacharko. Voting “no” were: None. Absent: Redmond. **The motion carried unanimously.**

ROLL CALL: Member present: John **Andrus**, Michael **Berne**, Mary **Boettger**, Roy **DeLorge**, Michael **Halstead**, Michael **Vincent**, Penny **Zacharko** and Melvin **McNally**. Member absent: Robert **Redmond**.

ADJOURNMENT: There being no other business to conduct, **McNally** moved, supported by **Halstead**, to adjourn. The meeting was adjourned at 4:48 p.m.


John Andrus, Committee Chair


Bethany Robinson, Recording Secretary



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FINANCE COMMITTEE MEETING MINUTES
August 5, 2025

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

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


ITEM #1: The Fiscal Year 2026 Internal Budget was reviewed. Finance Manager Pletzke explained that this was a proposed budget to be submitted to the State. Further it was explained the differences between 2025 and 2026 Budgets. There was discussion about the decrease of funding from both Federal and State going forward and how that will impact future use of funds on hand with BMTA. **Halstead** moved, supported by **Redmond**, to recommend that the 2026 Internal Budget, as presented, be submitted to the full Board of Directors for approval. **The motion carried unanimously.**

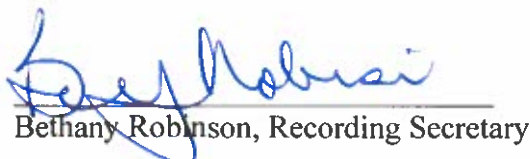
ITEM #2: Discussion was had in relation to the OPEB Actuarial Valuation of October 1, 2024, Financial Reporting of September 30, 2024 and deposits to and reimbursements from the trust fund. Finance Manager Pletzke explained the changes and answered questions. This information was submitted for informative purposes to the Board.

ITEM #3: Discussion was had in relation to the Pension Actuarial Valuation. Finance Manager Pletzke explained the changes and answered questions. This information was submitted for informative purposes to the Board.

OTHER: A Personnel Meeting will be held on August 13, 2025 at 4:00 p.m. to discuss negotiations. Attorney Tim Quinn will be present.

ADJOURNMENT: There being no other business to conduct, **Berne** moved, supported by **McNally**, to adjourn. The meeting was adjourned at 4:35 p.m.


Mary Boettger, Committee Chair


Bethany Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES
July 16, 2025

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

ROLL CALL: Members present: John **Andrus**, Dr. Mary Ann **Boettger**, Roy **DeLorge**, Michael **Berne**, Michael **Vincent**, Michael **Halstead**, Melvin **McNally**, Penny **Zacharko** 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, **Andrus** moved, supported by **DeLorge**, to dispense with public input. **The motion carried unanimously.**

APPROVAL OF MINUTES: **Boettger** moved, supported by **DeLorge**, to approve the minutes of the June 18, 2025 Special Board Meeting. **The motion carried unanimously.**

ITEM #1: **McNally** moved, supported by **DeLorge**, to approve the June, 2025 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **Boettger** moved, supported by **Berne**, to receive for information the May, 2025 Financial Reports. **The motion carried unanimously.**

ITEM #3: **DeLorge** moved, supported by **McNally**, to receive for information the June, 2025 Ridership Reports. **The motion carried unanimously.**

ITEM #4: **Boettger** moved, supported by **Berne**, to receive for information the June, 2025 Changes in Employment Report. **The motion carried unanimously.**

ITEM #5: **McNally** moved, supported by **Boettger**, to approve the MERS 2025 Officer and Employee Delegate Certificate Form. **The motion carried unanimously.**

ITEM #6: **DeLorge** moved, supported by **McNally**, to approve General Manager Sprague to sign the mutual release as modified in the Unifirst litigation. **The motion carried unanimously.**

ITEM #7: **Redmond** moved, supported by **DeLorge**, to approve Finance Manager Pletzke to transfer the funds electronically to the firm representing UniFirst upon approval of release. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague discussed that it would be the last official Board Meeting for both DeLorge and Andrus. Redmond has decided to seek reappointment. Further, it was requested that anyone looking to join our Board be directed to Sheriff Cunningham. Attorney Tim Quinn is putting together a slide presentation for the Union negotiations and a meeting will be held in August to update the Board on negotiations. Sprague informed the Board that he spoke at a Mobility Summit at SVSU on behalf of Public Transit and it went well.

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

COMMUNICATIONS: None.


OTHER BUSINESS: McNally wanted to express his appreciation for the DART he utilized during his surgery and how amazing the service was. Andrus and DeLorge both wanted to express their gratitude and well wishes as this meeting would be their last official Board Meeting. Cookies were had by all!

A Financial Committee Meeting will be held on August 5, 2025 at 4:00 p.m.

ADJOURNMENT: **Andrus** moved, supported by **McNally**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:14 p.m.



Melvin McNally, Board Secretary



Bethany Robinson, Recording Secretary



Bay Metropolitan Transportation Authority
1510 N. Johnson St. • Bay City, Michigan 48708
Phone 989-894-2900 • Fax 989-894-2621
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REGULAR BOARD MEETING MINUTES
June 18, 2025

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

ROLL CALL: Members present: John **Andrus**, Dr. Mary Ann **Boettger**, Roy **DeLorge**, Michael **Berne**, Michael **Vincent**, Michael **Halstead**, Melvin **McNally** and Penny **Zacharko**. Member absent: Robert **Redmond**. Staff present: Kristy Pletzke, Jody Kietzman-Morrison and Beth Robinson. Also present Richard Sheppard, attorney.

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

CLOSED SESSION:

Boettger moved, supported by **DeLorge**, to go into closed session pursuant to MCL 15.268(h) to consider attorney opinion regarding the claim of UniFirst. A roll call vote was taken. Voting “yes” were: **Andrus**, **Berne**, **Boettger**, **DeLorge**, **Halstead**, **McNally**, **Vincent** and **Zacharko**. Voting “no” were: None. **The motion carried unanimously.**

[A closed meeting was held from 4:02 p.m. until 4:08 p.m.]

Berne moved, supported by **Zacharko**, to return to regular session. **The motion carried unanimously.**

DeLorge moved, supported by **Boettger**, to move forward with Legal Counsel Sheppard’s recommendation as discussed in closed session with respect to the claim of UniFirst and offer UniFirst a settlement of \$10,000.00. A roll call vote was taken. Voting “yes” were: **Andrus**, **Berne**, **Boettger**, **DeLorge**, **Halstead**, **McNally**, **Vincent** and **Zacharko**. Voting “no” were: None. **The motion carried unanimously.**

ROLL CALL: Members present: John **Andrus**, Dr. Mary Ann **Boettger**, Roy **DeLorge**, Michael **Berne**, Michael **Vincent**, Michael **Halstead**, Melvin **McNally** and Penny **Zacharko**. Member absent: Robert **Redmond**

APPROVAL OF MINUTES: **Boettger** moved, supported by **Berne**, to approve the minutes of the May 28, 2025 Special Board Meeting. **The motion carried unanimously.**

ITEM #1: **McNally** moved, supported by **Andrus**, to approve the May, 2025 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **Boettger** moved, supported by **DeLorge**, to receive for information the April, 2025 Financial Reports. **The motion carried unanimously.**

ITEM #3: **DeLorge** moved, supported by **McNally**, to receive for information the May, 2025 Ridership Reports. **The motion carried unanimously.**

ITEM #4: **Boettger** moved, supported by **DeLorge**, to receive for information the May, 2025 Changes in Employment Report. **The motion carried unanimously.**

ITEM #5: **McNally** moved, supported by **Berne**, to approve Resolution No. 2025-07 authorizing execution of reinvestment in CDARS Account with Independent Bank. **The motion carried unanimously.**

ITEM #6: **Boettger** moved, supported by **DeLorge**, to approve the Fuel Bid Summary with Petroleum Traders. **The motion carried unanimously.**

ITEM #7: **DeLorge** moved, supported by **Boettger**, to approve the transfer of vehicle hoist to another transit agency. This is being offered as a transfer of inventory as the item has fully depreciated. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT:

Sprague discussed the fact that we have three (3) BMTA Board Members whose terms are expiring in August, 2025. Mr. DeLorge and Mr. Andrus have expressed the fact that they will not be seeking reappointment for another term. At this time, we are unsure as to Mr. Redmond's status and Sprague will attempt to contact him regarding his decision. If anyone knows of an individual who would like to be on the BMTA Board, it is advised that they provide an application for appointment to Sheriff Cunningham.

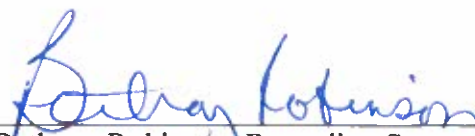
Andrus moved, supported by **DeLorge**, to receive for information the General Manager's Report. **The motion carried unanimously.**

COMMUNICATIONS: None.

OTHER BUSINESS: None.

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


Melvin McNally, Board Secretary


Bethany Robinson, Recording Secretary



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Phone 989-894-2900 • Fax 989-894-2621
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BMTA SPECIAL BOARD MEETING MINUTES
May 28, 2025

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

ROLL CALL: Members present in person: John **Andrus**, Michael **Berne**, Dr. Mary Ann **Boettger**, Roy **DeLorge**, Michael **Halstead**, Robert **Redmond** (attended at 4:02 pm), and Penny **Zacharko**. Member absent: Melvin **McNally**. Staff present: Eric Sprague, Kristy Pletzke and Bethany Robinson. Guest present: Legal Counsel Richard Sheppard.

ITEM #1: **Boettger** moved, supported by **Berne**, to approve the Regular Board Meeting Minutes of 05/21/2025. **The motion carried unanimously.**

ITEM #2: **Berne** moved, supported by **DeLorge**, to approve the Amended Agreement between Bay County and BMTA to provide information technology services. **The motion carried unanimously.**

Boettger moved, supported by **DeLorge**, to go into closed session pursuant to MCL 15.268(h) to consider attorney opinion regarding the claim of UniFirst. A roll call vote was taken. Voting "yes" were: Andrus, Berne, Boettger, DeLorge, Halstead, Redmond and Zacharko. Voting "no" were: None. **The motion carried unanimously.**

[A closed meeting was held from 4:05 p.m. until 4:22 p.m.]

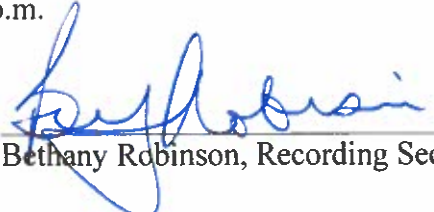
Berne moved, supported by **DeLorge**, to return to regular session. **The motion carried unanimously.**

ITEM #3: **Andrus** moved, supported by **Zacharko**, to move forward with Legal Counsel Sheppard's recommendation as discussed in closed session with respect to the claim of UniFirst and offer Unifirst a settlement of \$5,350.00. A roll call vote was taken. Voting "yes" were: Andrus, Berne, Boettger, DeLorge, Halstead, Redmond and Zacharko. Voting "no" were: None. **The motion carried unanimously.**

ADJOURNMENT: There being no other business to conduct, **Redmond** moved, supported by **Berne**, to adjourn. A roll call vote was taken. Voting "yes" were: Andrus, Berne, Boettger, DeLorge, Halstead, Redmond and Zacharko. Voting "no" were: None. **The motion carried unanimously.** The meeting was adjourned at 4:26 p.m.



John Andrus, Board Secretary



Bethany Robinson, Recording Secretary



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1510 N. Johnson St. • Bay City, Michigan 48708
Phone 989-894-2900 • Fax 989-894-2621
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REGULAR BOARD MEETING MINUTES
May 21, 2025

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

ROLL CALL: Members present: John **Andrus**, Dr. Mary Ann **Boettger**, Roy **DeLorge**, Michael **Berne**, Michael **Vincent**, Michael **Halstead** and Penny **Zacharko**. Member absent: Melvin **McNally** and Robert **Redmond**. Staff present: 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 **DeLorge**, to dispense with public input. **The motion carried unanimously.**

APPROVAL OF MINUTES: **DeLorge** moved, supported by **Boettger**, to approve the minutes of the April 16, 2025 Regular Board Meeting. **The motion carried unanimously.**

ITEM #1: **Boettger** moved, supported by **DeLorge**, to approve the April, 2025 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **DeLorge** moved, supported by **Berne**, to receive for information the March, 2025 Financial Reports. **The motion carried unanimously.**

ITEM #3: **Berne** moved, supported by **DeLorge**, to receive for information the Quarterly Financial Report March 2025. Pletzke explained the supporting documents. **The motion carried unanimously.**

ITEM #4: **Boettger** moved, supported by **DeLorge**, to approve the 2025 Tax Rate Request. **The motion carried unanimously.**

ITEM #5: **DeLorge** moved, supported by **Berne**, to receive for information the April, 2025 Ridership Reports. **Andrus** inquired about a possible casino run. Sprague indicated he would again reach out to the Arenac Board to inquire about permission to commence a run. **The motion carried unanimously.**

ITEM #6: **Berne** moved, supported by **DeLorge**, to receive for information the April, 2025 Changes in Employment Report. **The motion carried unanimously.**

ITEM #7: **Boettger** moved, supported by **Berne**, to approve Employer Resolution Establishing Military Service Contribution. **The motion carried unanimously.**

ITEM #8: **Boettger** moved, supported by **DeLorge**, to approve the Proposal Summary for garage floors/reconditioning and finishing with Michigan Specialty Coatings, Inc. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT:

Unifirst Matter – Sprague explained the update we have on the Unifirst Matter. Unifirst as requested that BMTA propose a settlement amount to resolve the outstanding balance. Sprague requested from the Board approval for Attorney Sheppard and himself to resolve this matter for a satisfactory amount. Berne inquired as to what Unifirst's profits may be in order to accurately propose a settlement amount. At this time we are unable to retrieve this information. It was determined that due to the amount of inquiries and concerns of the Board, a Special Board Meeting (closed meeting) will be held with Attorney Sheppard so that additional questions can be accurately answered.

Contract Negotiations Updates – Attorney Quinn will be unable to assist in negotiations due to a medical condition. Hopefully he will be available after June to assist.

Visit with Representative Beason – Rep. Beason toured BMTA on May 2. A conference was held with members of Great Lakes Bay Alliance and STARS. The topic of discussion was funding through Act 51.

IT Services Contract – Sprague informed the Board that the new IT contract with Bay County has increased annual and hourly amounts. BMTA will be going out for bids to inquire as to the value of the contract.

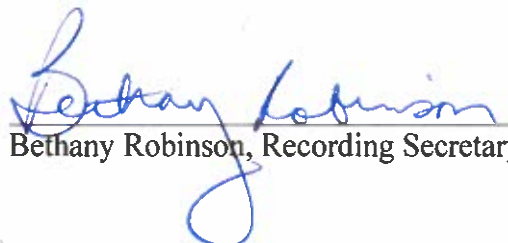
Andrus moved, supported by **DeLorge**, to receive for information the General Manager's Report. **The motion carried unanimously.**

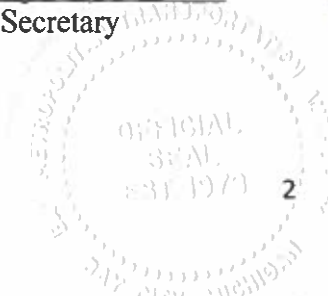
COMMUNICATIONS: None.

OTHER BUSINESS: None.

ADJOURNMENT: **Andrus** moved, supported by **Berne**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:45 p.m.


John Andrus, Vice Board Secretary


Bethany Robinson, Recording Secretary





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1510 N. Johnson St. • Bay City, Michigan 48708
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REGULAR BOARD MEETING MINUTES
April 16, 2025

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

ROLL CALL: Members present: John **Andrus**, Dr. Mary Ann **Boettger**, Roy **DeLorge**, Melvin **McNally**, Michael **Berne**, Michael **Vincent**, Michael **Halstead** and Penny **Zacharko**. Member absent: Robert **Redmond**. Staff present: 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 **DeLorge**, to dispense with public input. **The motion carried unanimously.**

APPROVAL OF MINUTES: **McNally** moved, supported by **Boettger**, to approve the minutes of the March 19, 2025 Regular Board Meeting. **The motion carried unanimously.**

ITEM #1: **DeLorge** moved, supported by **Boettger**, to approve the March, 2025 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **DeLorge** moved, supported by **Berne**, to receive for information the February, 2025 Financial Reports. Pletzke explained the changes made to the summary. **The motion carried unanimously.**

ITEM #3: **McNally** moved, supported by **Berne**, to receive for information the March, 2025 Ridership Reports. **The motion carried unanimously.**

ITEM #4: **Boettger** moved, supported by **DeLorge**, to receive for information the March, 2025 Changes in Employment Report. **The motion carried unanimously.**

ITEM #5: **Boettger** moved, supported by **DeLorge**, to approve Resolution No. 2025-06 authorizing execution of the Master Agreement No 2022-0016/A1 Blanket Agreement. **The motion carried unanimously.**

ITEM #6: **McNally** moved, supported by **DeLorge**, to approve the Quote Summary for the trash/recycle dumpster services with Republic Services. **The motion carried unanimously.**

ITEM #7: **Boettger** moved, supported by **DeLorge**, to approve the Proposed Summary for Garage Lighting update to LED with Clements Electric. **The motion carried unanimously.**

ITEM #8: **Boettger** moved, supported by **DeLorge**, to approve the Procurement Justification/ Network Firewall Protection with Palo Alto Firewall System. **The motion carried unanimously**

ITEM #9: **Boettger** moved, supported by **McNally**, to approve the rate increase of Richard Sheppard, Smith & Brooker, PC, per the correspondence attached. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague was unable to attend the March Board Meeting. Therefore, all issues were referred to the April Board Meeting. It was inquired if BMTA had heard back from Unifirst in regard to the previous correspondence sent, however the Board was informed that no response has been received. **Berne** moved, supported by **Andrus**, to receive for information the General Manager's Report. **The motion carried unanimously.**

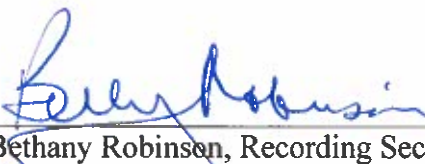
COMMUNICATIONS:

OTHER BUSINESS:

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



John Andrus, Vice Board Secretary



Bethany Robinson, Recording Secretary



Bay Metropolitan Transportation Authority
1510 N. Johnson St. • Bay City, Michigan 48708
Phone 989-894-2900 • Fax 989-894-2621
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REGULAR BOARD MEETING MINUTES
March 19, 2025

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

ROLL CALL: Members present: John **Andrus**, Dr. Mary Ann **Boettger**, Roy **DeLorge**, Melvin **McNally**, Michael **Berne**, Robert **Redmond**, Michael **Vincent**, Michael **Halstead** and Penny **Zacharko**. 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 **DeLorge**, to dispense with public input. **The motion carried unanimously.**

APPROVAL OF MINUTES: **McNally** moved, supported by **Berne**, to approve the minutes of the Special Board Meeting of February 12, 2025 and the February 19, 2025 Regular Board Meeting. **The motion carried unanimously.**

ITEM #1: **Boettger** moved, supported by **McNally**, to approve the February, 2025 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #2: **DeLorge** moved, supported by **Berne**, to receive for information the January, 2025 Financial Reports. **The motion carried unanimously.**

ITEM #3: **Boettger** moved, supported by **DeLorge**, to receive for information the February, 2025 Ridership Reports. **The motion carried unanimously.**

ITEM #4: **Redmond** moved, supported by **Berne**, to receive for information the February, 2025 Changes in Employment Report. **The motion carried unanimously.**

ITEM #5: **McNally** moved, supported by **Berne**, to approve Resolution No. 2025-05 authorizing execution the investment of DCARS Account with Independent Bank. **The motion carried unanimously.**

ITEM #6: **Boettger** moved, supported by **DeLorge**, to approve the Bid Summary for the digital copier purchase with Michigan Office Solutions. It was mentioned that the purchase of the copier was deemed to be a better financial transaction than a lease of the same item. **The motion carried unanimously.**

ITEM #7: **Boettger** moved, supported by **McNally**, to approve the Fuel Bid Summary for April 1, 2025-June 30, 2025 with Petroleum Traders. **The motion carried unanimously.**

ITEM #8: **Boettger** moved, supported by **DeLorge**, to approve Resolution 2025-04 Authorizing Resolution for FY 2025 FTA C9030.IE dated March 19, 2025. Sprague explained that this resolution allowed the “General Manager” to continue to apply for federal aid on behalf of Bay Metro, without naming an exact individual to do so. **The motion carried unanimously.**

GENERAL MANAGER’S REPORT: Sprague welcomed the new Board Member Michael Vincent. He further advised that Vincent’s term would end August 2026, which would align with the open Board seat ending term. This would also even out the Board terms going forward. There is no update on the Unifirst matter at this time. Sprague talked about the Brownfield TIFF for Bay Valley Golf Course. Andrus inquired as to the casino route. Sprague advised that he would look into pricing and whether the route would be beneficial to BMTA. **Boettger** moved, supported by **Andrus**, to receive for information the General Manager’s Report. **The motion carried unanimously.**

COMMUNICATIONS:

OTHER BUSINESS:

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



Melvin McNally, Board Secretary



Bethany Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES
February 19, 2025

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

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

PUBLIC INPUT: Michael Vincent is present to observe the meeting in considering to apply for the open Board Member position.

APPROVAL OF MINUTES: Boettger moved, supported by McNally, to approve the minutes of the Finance Committee Meeting of January 9, 2025 and the January 15, 2025 Regular Board Meeting. **The motion carried unanimously.**

ITEM #1: Andrus moved, supported by DeLorge, to approve the January, 2025 Disbursement Report/Check Register. **The motion carried unanimously.**

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

ITEM #3: DeLorge moved, supported by Berne, to receive for information the Quarterly Financial reports from December 2024. Berne indicated that he really appreciated the graphs included with the packet as it was easier to visualize the financial standing. **The motion carried unanimously.**

ITEM #4: McNally moved, supported by Andrus, to receive for information the November, December and January Ridership Reports with corrected information. **The motion carried unanimously.**

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

ITEM #6: DeLorge moved, supported by Boettger, to approve Resolution No. 2025-03 authorizing execution of MDOT Project Authorization P29/R2, FY 2020 Section 5339 – Local Bus and Bus Facilities Formula Program. **The motion carried unanimously.**

ITEM #7: **McNally** moved, supported by **Berne**, to approve the contract by Wade Promotions/Dynamic Bus Ads, transit bus advertising agreement with BMTA. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague discussed an email that was provided to the Board Members from the 6th Ward Commission Dewitt. It was agreed that Sprague would respond to this email with any information requested. **Andrus** moved, supported by **Boettger**, to receive for information the General Manager's Report. **The motion carried unanimously.**

COMMUNICATIONS: An email from the 6th Ward Commissioner Dewitt was provided for information to the BMTA board. (as discussed in General Manager's Report above).

OTHER BUSINESS: It was advised that there was nothing new to report on the UniFirst claim at this time.

ADJOURNMENT: **Andrus** moved, supported by **McNally**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:09 p.m.


Melvin McNally, Board Secretary


Bethany Robinson, Recording Secretary

BMTA Board Members
March 2025

1. Robert Redmond
201 N. Mountain St.
Bay City, MI 48706
989-450-9347 (cell)
dednew@outlook.com
2. John Andrus
1788 Ironwood Drive
Essexville, MI 48732
989-450-0214 (cell)
jtandrus45@sbcglobal.net
3. Dr. Mary Ann Boettger
505 Harold St.
Bay City, MI 48708
989-893-9274 (home)
baycitymary@gmail.com
4. Melvin McNally
2081 Fraser Rd.
Kawkawlin, MI 48631
989-684-1055 (home)
989-717-6454 (cell)
5. Roy DeLorge
1479 S. Huron Rd.
Kawkawlin, MI 48631
989-450-6541 (cell)
6. Penny Zacharko
922 N. Salem Dr., #1
Essexville, MI 48732
989-415-6053 (cell)
pennyzacharko@gmail.com
7. Michael Halstead
2322 Bay Woods Court
Bay City, MI 48706
989-892-7560 (home)
989-414-0558 (cell)
Mhalstead59@gmail.com
8. Michael Berne
1408 Sixth Street
Bay City, Michigan 48708
989-208-9512 (cell)
msbjkb@att.net
9. Michael Vincent
619 N. Lincoln
Bay City, Michigan 48708
989-233-8372
vincentmiked@gmail.com



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Phone 989-894-2900 • Fax 989-894-2621
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BMTA SPECIAL BOARD MEETING MINUTES
February 12, 2025

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

ROLL CALL: Members present in person: John **Andrus**, Michael **Berne**, Dr. Mary Ann **Boettger**, Roy **DeLorge**, Michael **Halstead**, Melvin **McNally**, and Penny **Zacharko**. Member absent: Robert **Redmond**. Staff present: Eric Sprague, Kristy Pletzke and Bethany Robinson. Guest present: Legal Counsel Richard Sheppard.

Boettger moved, supported by **DeLorge**, to go into closed session pursuant to MCL 15.268(h) to consider attorney opinion regarding the claim of UniFirst. A roll call vote was taken. Voting "yes" were: Andrus, Berne, Boettger, DeLorge, Halstead, McNally and Zacharko. Voting "no" were: None. **The motion carried unanimously.**


[A closed meeting was held from 4:02 p.m. until 4:18 p.m.]

McNally moved, supported by **DeLorge**, to return to regular session. **The motion carried unanimously.**

ITEM #1: **Berne** moved, supported by **Andrus**, to move forward with Legal Counsel Sheppard's recommendation as discussed in closed session with respect to the claim of UniFirst. A roll call vote was taken. Voting "yes" were: Andrus, Berne, Boettger, DeLorge, Halstead, McNally and Zacharko. Voting "no" were: None. **The motion carried unanimously.**

ADJOURNMENT: There being no other business to conduct, **Andrus** moved, supported by **McNally**, to adjourn. A roll call vote was taken. Voting "yes" were: Andrus, Berne, Boettger, DeLorge, Halstead, McNally and Zacharko. Voting "no" were: None. **The motion carried unanimously.** The meeting was adjourned at 4:20 p.m.


Melvin McNally, Board Secretary


Bethany Robinson, Recording Secretary



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REGULAR BOARD MEETING MINUTES
January 15, 2025

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

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

PUBLIC INPUT: Sonya Flowers from Great Lakes Bay Region was present for the meeting. She simply introduced herself and wished to observe the meeting.

APPROVAL OF MINUTES: **Boettger** moved, supported by **DeLorge**, to approve the minutes of the December 18, 2024 Regular Board Meeting. **The motion carried unanimously.**

ITEM #1: 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. **Boettger** moved, supported by **McNally**, to receive for information the FY 2023 Audit Report prepared by Maner Costerisan PC, as presented. **The motion carried unanimously.**

ITEM #2: **McNally** moved, supported by **DeLorge**, to approve the December, 2024 Disbursement Report/Check Register. **The motion carried unanimously.**

ITEM #3: **Boettger** moved, supported by **Andrus**, to receive for information the November, 2024 Financial Reports. **The motion carried unanimously.**

ITEM #4: **DeLorge** moved, supported by **Boettger**, to receive for information that there was no Ridership Report for December, 2024. The issues with gathering this information should be resolved for next month. **The motion carried unanimously.**

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

ITEM #6: The FY 2026 Preliminary Budget was reviewed. **Andrus** moved, supported by **Boettger**, to approve the FY 2026 Preliminary Budget, as presented, per the recommendation of the Finance Committee. **The motion carried unanimously.**

ITEM #7: **DeLorge** moved, supported by **Berne**, to approve Resolution No. 2025-00 authorizing execution of Intent to Apply for Financial State Assistance for FY 2026. Sprague indicated this is the initial application for state funding and is based on the FY 2026 Preliminary Budget, which was just received board approval. **The motion carried unanimously.**

ITEM #8: **Andrus** moved, supported by **McNally**, to approve Resolution No. 2024-01 authorizing execution of MDOT Project Authorization 2022-0016/P18 for FY 2025 Transportation to Work. **The motion carried unanimously.**

ITEM #9: **DeLorge** moved, supported by **Berne**, to approve the contract for personal services of Timothy Quinn with BMTA. **The motion carried unanimously.**

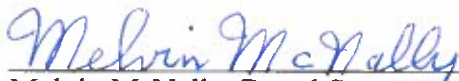
ITEM #10: **McNally** moved, supported by **Berne**, to approve Resolution No. 2025-02 authorizing execution of MDOT Project Authorization No. 2022-0016/P17 for FY 2025 Section 5311 Operating Formula Grants. **The motion carried unanimously.**

GENERAL MANAGER'S REPORT: Sprague discussed the CBS project and the fact that is not yet complete. Contractors estimate that it could be another month before the project is done. Possible future improvements may be concrete and lighting updates in the garage and work to the front parking lot. **Andrus** moved, supported by **DeLorge**, to receive for information the General Manager's Report. **The motion carried unanimously.**

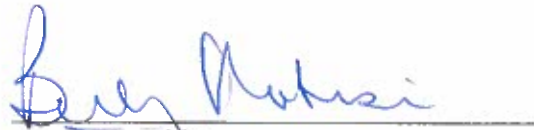
COMMUNICATIONS: None.

OTHER BUSINESS: **Berne** suggested that going forward the future Board Packet's include some graphs of income and expenditures so that it would be easier to understand rather than simply looking at a computer listing of income and expenses. Members thought that would be helpful and Pletzke said she would attempt this for the next meeting.

ADJOURNMENT: **Andrus** moved, supported by **Redmond**, to adjourn. **The motion carried unanimously.** The meeting was adjourned at 4:29 p.m.



Melvin McNally, Board Secretary



Bethany Robinson, Recording Secretary



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

FINANCE COMMITTEE MEETING MINUTES
January 9, 2025

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

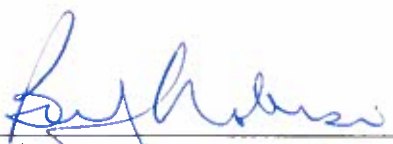
ROLL CALL: Member present: Michael **Berne**, Roy **DeLorge**, Melvin **McNally**, Mary **Boettger**, and Penny Zacharko. Member excused: John **Andrus**. Members absent: Michael **Halstead** and Robert **Redmond**. Staff present: Eric Sprague, Kristy Pletzke and Bethany Robinson.

ITEM #1: The Fiscal Year 2026 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 2025 and 2026 Budgets. There was discussion about the decrease of funding from both Federal and State going forward and how that will impact future use of funds on hand with BMTA.

McNally moved, supported by **DeLorge**, to recommend that the 2026 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, **Berne** moved, supported by Zacharko, to adjourn. The meeting was adjourned at 4:28 p.m.


Mary Boettger, Committee Chair


Bethany Robinson, Recording Secretary