



**MASS TRANSPORTATION AUTHORITY
MINUTES OF THE SEPTEMBER 22, 2022
ANNUAL MEETING & BOARD MEETING**

PRESENT: Bryant Nolden, Board Chair, Quincy Murphy, Scott Grossmeyer, Lisa Anderson, Charles Winfrey, Glenn Wilson, Joseph King, Luke Zelle, Tommie Johnson

ABSENT: None

STAFF: Ed Benning, Jacqueline Saxton, Ken Vavra, Corwin Mathews, Shawnice Dorsey, Colette Champine, Rod Evans, Ed Burger, Traci Davis, Patrick Tesler

Chairman Nolden called the Annual Meeting to order at 8:01 A.M.

Calendar of Meetings

Ed Benning stated that the calendar of meetings for the new fiscal year has been distributed; meeting dates for November 2022 and December 2022 are needed.

The board discussed and recommended Thursday November 17, 2022, and Thursday December 15, 2022, as meeting dates for November and December 2022.

Charles Winfrey moved, supported by Quincy Murphy, to accept the FY 2022 meeting calendar as changed. Motion passed unanimously.

Affirmation of Legal Counsel

Ed Benning stated that the legal firms currently under contract to provide services for the MTA are Attorney Michael Joliat, as general counsel litigating accidents and injuries, and Hanba & Lazar for workers compensation cases; this would be an affirmation of the current agreements of services.

Charles Winfrey moved, supported by Scott Grossmeyer, to affirm the Mass Transportation Authority current legal counsel. Motion passed unanimously.

Affirmation of Banking Services

Mr. Benning stated that affirmation of Huntington Bank for the Authority's current banking services is required.

Scott Grossmeyer moved, supported by Charles Winfrey, to affirm the services of Huntington Bank for the organizations banking requirements. Motion passed unanimously.

Election of Officers - Nominations for board positions of Chair, Vice-Chair and Recording Officer (Secretary) were made from the floor.

Nominations were requested from the floor for the position of Board Chair; Bryant Nolden expressed interest in remaining the chair; no other nominations were expressed; nominations were closed.

Both Luke Zelle and Scott Grossmeyer stated they would both like to remain in their current positions as Vice Chair and Recording Officer (Secretary). No other nominations were expressed; nominations were closed.

Charles Winfrey moved, supported by Lisa Anderson, to affirm Bryant Nolden, as board chair, Luke Zelle, as vice board chair, and Scott Grossmeyer as secretary. Motion passed unanimously.

Annual meeting adjourned 8:08 AM

Chairman Nolden called the regular board meeting to order at 8:10 A.M.

Comments of the Public

None

Approval of the August 18, 2022, Regular Board Meeting Minutes

Charles Winfrey moved, supported by Quincy Murphy, to approve the August 18, 2022, regular board meeting minutes. Motion passed unanimously.

Approval of the August 09, 2022, Personnel Committee Meeting Minutes

Scott Grossmeyer moved, supported by Luke Zelle, to approve the August 9, 2022, personnel committee meeting minutes. Motion passed unanimously.

Scott Grossmeyer stated that items six through thirteen were discussed in the Finance Committee meeting.

(Tommie Johnson left meeting 8:14 am)

Resolution #22-46 authorizing the General Manager to modify the MTA Student Loan Repayment Program, Operating Procedure #HR-705 to increase the current annual reimbursement rate to \$5,250.00, with a \$35,000 lifetime maximum per eligible employee.

Ed Benning stated that this is a change to the reimbursement rate, from \$3,500 to \$5,250 per eligible employee to assist with payment of outstanding student loan debt. This change is necessary to assist in the hiring of employees and in retaining current employees.

Charles Winfrey moved, supported by Quincy Murphy, to approve Resolution #22-46. Motion approved unanimously.

Resolution #22-47 authorizing the General Manager to approve the MTA Management Flexible Spending Reimbursement Program, Operating Procedure #HR-390, in an amount up to \$500.00 annually for eligible management employees.

Ed Benning stated that this flexible spending reimbursement program will assist eligible management employees with added medical, dental and pharmacy expenses.

Charles Winfrey moved, supported by Scott Grossmeyer, to approve Resolution #22-47. Motion approved unanimously.

Resolution #22-48 authorizing the General Manager to revise the MTA Management Bereavement Policy, Operating Procedure #HR-450, to include the addition of specific family members.

Ed Benning stated that the current management bereavement policy does not include some family members and only allows for one day for others. This change will include in-laws, grandparents, grandchildren, and siblings in the three days leave allowance.

Glenn Wilson moved, supported by Scott Grossmeyer, to approve Resolution #22-48. Motion approved unanimously.

Resolution #22-49 authorizing the General Manager to enter into a one-year Product Supply Agreement with Arrington Performance of Brighton, MI for the sale of hydrogen to Arrington Performance.

Charles Winfrey moved, supported by Scott Grossmeyer, to approve Resolution #22-49. Motion approved unanimously.

Resolution #22-50 approving the Mass Transportation Authority's Revenue and Expense Budget for FY 2023.

Ken Vavra presented a balanced budget to the board.

Scott Grossmeyer moved, supported by Charles Winfrey, to approve Resolution #22-50. Motion approved unanimously.

Resolution #22-51 approving the Mass Transportation Authority's projected FY 2024 to FY 2028 Revenue and Expense Budgets.

Scott Grossmeyer moved, supported by Charles Winfrey, to approve Resolution #22-51. Motion approved unanimously.

Resolution #22-52 authorizing the General Manager to enter into an agreement with A.J. Gallagher & CO, Grand Rapids, MI for the purchase of a complete line of Comprehensive Insurance Coverages and Risk Management Services for a 12-month period at a cost of \$1,463,718.25, using current MTA assets and employee payrolls.

Ed Benning stated that A.J. Gallagher does work on behalf of the MTA as our insurance broker. With this agreement the MTA has added several necessary insurances from cyber security to property and equipment insurance.

Scott Grossmeyer moved, supported by Charles Winfrey, to approve Resolution #22-52. Motion approved unanimously.

RESCIND Resolution #22-45 authorizing the General Manager to enter into a one-year firm fixed price agreement with Foster Blue Water Oil Company, Richmond, MI for the purchase of Bulk Automotive Fluids, in the amount of \$713,394.69 based on estimated annual usage.

Ed Benning asked that the board rescind this resolution, which was approved in August of this year. Foster Blue Water Company was unable to provide the necessary Allison approved fluids needed for newer CNG buses.

Scott Grossmeyer moved, supported by Charles Winfrey, to rescind Resolution #22-45. Motion approved unanimously.

Resolution #22-53 authorizing the General Manager to enter into a one-year firm fixed price agreement with Rowley's Wholesale, Bay City, MI for the purchase of Bulk Automotive Fluids in an amount of \$724,566.80 based on estimated annual usage.

Ed Benning stated that Rowley's out of Bay City was the second most responsive bidder on the bulk automotive fluids proposal.

Scott Grossmeyer moved, supported by Charles Winfrey, to approve Resolution #22-53. Motion approved unanimously.

Resolution #22-54 authorizing the General Manager to enter into the third and final five-year option of the lease agreement with Dawn Donut Systems, Inc., beginning November 1, 2022, through October 31, 2027, for leased space in the Northrup-Abrams Transportation Center located at 615 Harrison St., Flint for an annual payment of \$20,356.35.

Ed Benning stated this is a five-year lease agreement for the space occupied by the store in the transportation center.

Charles Winfrey moved, supported by Quincy Murphy, to approve Resolution #22-54. Motion approved unanimously.

Resolution #22-55 authorizing the General Manager to enter into a two-year software service agreement with Kevadiya Inc., Pontiac, MI for additional licenses for the web-based Rides to Wellness scheduling software solution, for a total amount of \$266,400.00 based on current usage.

Ed Benning stated that this agreement is for Kevadiya software used in Rides to Wellness.

Charles Winfrey moved, supported by Scott Grossmeyer, to approve Resolution #22-55. Motion approved unanimously.

EXECUTIVE SESSION: General Manager's Contract Renewal

Glenn Wilson moved, supported by Scott Grossmeyer, to move into Executive Session to discuss the general managers contract renewal.

Roll Call Vote:

Bryant Nolden, Quincy Murphy, Scott Grossmeyer, Lisa Anderson, Charles Winfrey, Glenn Wilson, Joseph King, Luke Zellely voted the affirmative. Motion carried.

Regular session suspended: 8:25 A.M.

Joseph King moved, supported by Charles Winfrey, to go out of Executive Session. Motion passed unanimously.

Regular session reconvened at 8:40 A.M.

Resolution #22-56 authorizing the Employment Agreement between the Mass Transportation Authority and Edgar H. Benning for a period of 3 years with year one beginning October 1, 2022, through September 30, 2023, year two beginning October 1, 2023 through September 30, 2024 and year three beginning October 1, 2024 through September 30, 2025.

Glenn Wilson made a motion approve Resolution #22-56 with a change to Article VIII Term of Contract; Section 8.6, to read *"If for any reason the board gives Employee written notice..."*, supported by Charles Winfrey. Motion approved unanimously.

General Managers Report

Mr. Benning updated the board on the outcome of the Triennial Review, current state funding for Rides to Wellness services, the status of the veteran's transportation program and progress on a partnership with Lapeer and Shiawassee counties to provide regional transportation services.

Meeting adjourned at 8:59 A.M.

