

ALTRAN MINUTES

January 21, 2025

Altran Office
Munising, MI

Call to Order

The meeting was called to order by Dan Malone at approximately 11:00 am.

Roll Call

Members Present:

Cathy Pullen

Jerry Doucette

Dan Malone

Members Present on the Phone:

Victoria Petruske

Marianne Laskay

Members Absent:

None

Staff:

Cecily Keur

Erich Fix

Approval of Agenda

MOTION- Doucette made a motion to approve the agenda. Pullen supported approval of agenda.

Ayes- Laskay, Doucette, Petruske, and Pullen. Nays- None. Absent-None.

Public Comments

None.

Approval of Minutes- December

MOTION- Pullen made the motion to approve the minutes as presented supported by Doucette.

Ayes- Laskay, Malone, Doucette, Pullen, and Petruske. Nays- None. Absent- None.

Review of Tentative Expenditures- December + January

MOTION- Doucette made the motion to approve the expenditures as presented, supported by Pullen.

Ayes- Laskay, Malone, Doucette, Pullen, and Petruske. Nays-None. Absent- None.

Review of Tentative Financial Report- December + January

MOTION- Doucette made the motion to approve the expenditures as presented, supported by Pullen.

Ayes- Laskay, Malone, Doucette, Pullen, and Petruske. Nays- None. Absent- None.

Director's Report

I. Director's Report

- a. Board term renewals – Board Term Renewal Agreements were distributed to Malone, Doucette, and Pullen. Malone, Doucette, and Pullen signed the agreements. Pullen made the motion to renew Malone, Doucette, and Pullen as board members, supported by Doucette.

Ayes- Laskay, Malone, Doucette, Pullen, and Petruske. Nays- None. Absent- None.

- b. Hiring a mechanic assistant – Altran is seeking to hire a mechanics assistant as a part-time employee in the garage.
- c. Radio's reimbursement – The new radios have been paid for and the state has reimbursed Altran for the purchase. The Radios are now waiting to be shipped to Altran until approval from the state comes through.
- d. Bus 71 sold – Sold on Government auction for \$7,850. Altran will keep \$5,000 and reimburse the State \$2,850 from the sale.

- e. Cecily to be put on the signature card – Doucette made the motion to add Cecily Keur to the Bank Signature card to simplify check signing in the future. Pullen supported the motion.

Ayes- Laskay, Malone, Doucette, Pullen, and Petruske. Nays- None. Absent- None.

II. Correspondence

- a. Don Wyatt – Not resigning yet.

III. Committee Reports – None

IV. Old Business

- a. Corrected last quarter profit and loss report.

V. New Business

- a. Approval of FY2025 Vehicle Accessibility Plan Update – Pullen made the motion to Approve FY2025 Vehicle Accessibility Plan Update, supported by Doucette.

Ayes- Laskay, Malone, Doucette, Pullen, and Petruske. Nays- None. Absent- None.

- b. Approval of FY2025 Budget – Fix explained that it was necessary to raise the rates of Zone 1 by \$1 effective before Summer 2025. Pullen made the motion to raise the rates of Zone 1 by \$1 and approve the FY2025 Budget, supported by Doucette.

Ayes- Laskay, Malone, Doucette, Pullen, and Petruske. Nays- None. Absent- None.

- c. Approval of FY2025 Resolution of Intent– Pullen made the motion to Approve FY2025 Resolution of Intent, supported by Doucette.

Ayes- Laskay, Malone, Doucette, Pullen, and Petruske. Nays- None. Absent- None.

- d. Approval of FY2025 Public Notice– Pullen made the motion to Approve FY2025 Public Notice, supported by Doucette.

Ayes- Laskay, Malone, Doucette, Pullen, and Petruske. Nays- None. Absent- None.

VI. Public Comments- None

VII. Board Comments

- a. Doucette thanked the staff for the meeting and their hard work, Pullen agreed.
- b. Doucette conveyed that the board was pulling for Marianne to recover from her stay in the hospital.
- c. Pullen requested a copy of Altran Bylaws.

VIII. Next Meeting Date - February 18, 2025 -11:00 a.m.

IX. Adjournment

MOTION- 11:35 am meeting adjourned- Doucette made motion to adjourn, supported by Pullen.

Ayes- Laskay, Malone, Doucette, Pullen, and Petruske. Nays- None. Absent- None.

Signature- Chairperson

Date