AGENDA

HARBOR TRANSIT MULTI-MODAL TRANSPORTATION SYSTEM (HTMMTS)
SPECIAL BOARD MEETING
ELECTRONIC REMOTE BOARD MEETING AGENDA
April 28, 2021 at 4:30 pm

Meeting Called to Order

1. Roll Call

3. Approval March 24, 2021 HTMMTS Board Meeting Minutes

4. Additions/Corrections to the Agenda

5. Approval of Regular Agenda

6. General Business / Call to Audience
   Those addressing the HTMMTS Board are asked to provide their name and
   address and will be limited to three minutes of speaking time. HTMMTS
   Board Members will hear all comments for future consideration but will not
   have a response at this time. Either type in your comment on the Facebook
   Live feed or call (616) 402-0815. Let the phone ring until it is answered. If
   Get a busy signal, please wait, watch and call back. We will take all callers
   For today is meeting.

According to the Attorney General, interrupting a public meeting in Michigan with hate
speech or profanity could result in criminal charges under several State statutes relating to
Fraudulent Access to a Computer or Network (MCL 752.797) and/or Malicious Use of
Electronics Communication (MCL 750.540). According to the US Attorney for Eastern
Michigan, Federal charges may include disrupting a public meeting, computer intrusion,
using a computer to commit a crime, hate crimes, fraud, or transmitting threatening
communications. Public meetings are being monitored and violations of statutes will be
prosecuted.
7. New Business:
   b. Discussion/Action to approve Harbor Transit’s Advertising Policy and Regulations.
   c. Discussion/Action on the Operation and Maintenance Termination Agreement between the City of Grand Haven, MI and Harbor Transit Multi-Modal Transportation System.
   d. Old Business – 18 Month Comprehensive Wage Study.
   e. Transportation Director’s Report – Scott Borg

8. Board Member Comments:
   Craig Bessinger
   Michael DeWitt
   Bill Cargo
   Patrick McGinnis
   Bob Monetza
   Pete LaMourie
   Joel TePastte
   Christine Burns
   Gordon Gallagher
   Cathy Pavick

Next Regularly scheduled Electronic Board Meeting will be held on May 26, 2021 at 4:30 PM via Electronic remote meeting.
HARBOR TRANSIT MUTI-MODAL TRANSPORTATION SYSTEM (HTMMTS)
REGULAR BOARD MEETING MINUTES
MARCH 24, 2021
VIA ZOOM

Meeting Called to Order by President Craig Bessinger at 4:30 p.m.

Roll Call
Present: Craig Bessinger (Ferrysburg, MI), Bob Monetza (Grand Haven, MI), Pat McGinnis (Grand Haven, MI), Cathy Pavick (Spring Lake, MI, 4:40 p.m.), Gordon Gallagher (Spring Lake, MI), Joel Tepaste (Spring Lake, MI), Chris Burns (Spring Lake, MI), Mike DeWitt (Ferrysburg, MI), Pete Lamourie (Grand Haven, MI)

Absent: None

Also Present: Scott Borg, Harbor Transit Director, Andrea Dumbrell, Grand Haven Township Human Resources Manager, Dana Appel, Senior Accountant and Compliance Manager, Peter Haefner, Auditor, Samantha Deford, Accounting Coordinator

Approval of the January 27, 2021 HTMMTS Board Meeting Minutes
Motion by Gordon, second by Chris, to accept the minutes from the Meeting held January 27, 2020.

Yes: Pete Lamourie, Craig Bessinger, Bob Monetza, Bill Cargo, Pat McGinnis, Gordon Gallagher, Joel Tepaste, Chris Burns, Mike DeWitt

Motion carries

Additions/Corrections to the Agenda
Craig Bessinger asked to add item 9(a) on change in Harbor Transit fees following the close of the public hearing.
Gordon Gallagher asked to add a discussion item on the Operations and Maintenance Agreement – Item 9(b)

Motion by Pat, second by Chris, to approve the agenda as amended.

Yes: Pete Lamourie, Craig Bessinger, Bob Monetza, Pat McGinnis, Gordon Gallagher, Chris Burns, Mike DeWitt, Joel Tepaste

Motion carries

New Business

Motion by Gordon, second by Pete to accept the 2020 Financial Audit.

Yes: Pete Lamourie, Craig Bessinger, Bob Monetza, Pat McGinnis, Cathy Pavick, Gordon Gallagher, Chris Burns, Mike DeWitt, Joel Tepaste

Motion carries

Discussion/Action of Accounts Payable and Financial Statements. Currently at 37% of overall expenses. Payables warrant, paid out $16,000 to fix a bus. Reimbursed by insurance; should not be on the balance sheet. Various expenses related to building maintenance were highlighted.

Motion by Pat to accept the Accounts Payable and Financial Statements as presented.

Yes: Pete Lamourie, Craig Bessinger, Bob Monetza, Pat McGinnis, Cathy Pavick, Gordon Gallagher, Chris Burns, Mike DeWitt, Joel Tepaste

Motion carries

Discussion/Action on Amendments FY 2021 Resolution of 5307-5339 Funding. Cares Act funding cannot overlap operational funding. This action will allow operating appropriations to be used for capital purchases.

Motion by Mike to approve the amendment to the Resolution regarding 5307-5339 funding, second by Bob.
Yes: Pete Lamourie, Craig Bessinger, Bob Monetza, Pat McGinnis, Cathy Pavick, Gordon Gallagher, Chris Burns, Mike DeWitt, Joel Tepaste

Motion carries

Discussion/Action on Low/No Grant Application
There is robust funding available for electric bus purchase in 2021. BLP has the needed infrastructure to support such a purchase. Match requirement would be 85%/15% on buses; 90%/10%. The State may assist on paying a portion of the local match referenced above.

Motion by Pat to authorize the application for funding as requested and authorize Chair Bessinger to write a letter of support, second by Mike.

Yes: Pete Lamourie, Craig Bessinger, Bob Monetza, Pat McGinnis, Cathy Pavick, Gordon Gallagher, Chris Burns, Mike DeWitt, Joel Tepaste

Motion carries

Discussion/Action on directing Harbor Transit Director to see Grant Funding for a new facility.
Seeking Board direction to start seeking grant opportunities for the location and development of a new site. Staff is working with Mark Fedore, who has very deep experience working with MDOT on procurement. Pat reminded the Board that we have significant obligations associated with an earlier grant application and asked that all discussions with MDOT and FTA cover those issues so we do not leave obligations hanging on the property.

Motion by Mike to authorize staff to move forward with seeking grant funding to support the new facility project, second by Mike.

Yes: Pete Lamourie, Craig Bessinger, Bob Monetza, Pat McGinnis, Cathy Pavick, Gordon Gallagher, Chris Burns, Mike DeWitt, Joel Tepaste

Motion carries

Removed references to labor union employees and overtime for non-exempt employees. Also made some changes to leave provisions.

Motion by Gordon to approve the changes as presented, second by Pete.

Yes: Pete Lamourie, Craig Bessinger, Bob Monetza, Pat McGinnis, Cathy Pavick, Gordon Gallagher, Chris Burns, Mike DeWitt, Joel Tepaste

Motion carries
Old Business
18 Month Comprehensive Wage Study/If Ridership and fares have an impact on State and Federal Revenues.
Scott is working to get a comprehensive wage study to review our competitiveness. Revenue from the State and Federal government is based on population and population density, not ridership.

Public Hearing: Fiscal Year 2021/2022 Fee Schedules
Chair Bessinger opened the Public Hearing at 5:16 p.m. and offered the Public a chance to weigh in on the proposed rate changes.

Two comments were entered on Facebook Live:
Jeff Burcel questioned the rationale for making the rate increase
Two callers supported a touchless card system

Close Public Hearing at 5:25

Gordon asked is we could consider postponing action on the rate issue.
Bob is not supportive of rate differentials.

Motion by Mike to increase fares as presented in the March 19, 2021 memo from Scott, support by Chris.

Yes: Pete Lamourie, Craig Bessinger, Pat McGinnis, Cathy Pavick, Gordon Gallagher, Chris Burns, Mike DeWitt, Joel Tepaste

No: Bob Monetza

Motion carries

Operation and Maintenance Agreement
Gordon brought up the November 2020 direction from the Board to have five managers connect with our Director and Ron Bultje who serves as attorney for four of our members and come up with a proposed solution that is fair and equitable to everybody. This was done, and Ron Bultje drafted an Operation and Maintenance Termination Agreement.

Mike and Gordon suggested that we have a Special Meeting to nail this down. The proposed agreement will be circulated to the Board Members prior to the meeting.

Local Advisory Committee (LAC) Recommendations.
Gordon requested that staff discover how appointments to the LAC are made and report at the next meeting.

Motion by Gordon to accept the resignation and approve the appointments listed below, second by Mike:
a. Recommendation by the HTMCTS Board to accept the RESIGNATION OF Jeffrey Smith 303 Orchard Avenue, Grand Haven, MI from the Local Advisory Committee.

b. Recommendation by the HTMCTS Board to appoint Christina Shannon, 10770 Osborn Street, Grand Haven, MI recommended by Four Pointes to an open committee Member at Large seat expiring in November 2023. Representative for Four Pointes Center for Successful Aging 1051 S Beacon Blvd, Grand Haven, MI.

c. Recommendation by the HTMCTS Board to re-appoint Roger White, 111 Mason Street, Spring Lake, MI representing Spring Lake Village as a committee member expiring in November 2024 on the HTMCTS Local Advisory Committee. At Large Member.

d. Recommendation by the HTMCTS Board to re-appoint Chrystea Moelter-Gray, 13243 Forest Park Drive, Grand Haven, MI Representing Grand Haven Township and the Momentum Center, as a committee member expiring in November 2024 on the HTMCTS Local Advisory Committee.

e. Recommendation by the HTMCTS Board to re-appoint Warren Roosen, 17585 Park Place, Spring Lake, MI representing the City of Ferrysburg, MI as a committee member expiring in November 2022 on the HTMCTS Local Advisory Committee.

f. Recommendation by the HTMCTS Board to re-appoint Jon Toppen, 1410 Hillcrest, Grand Haven, MI representing the City of Grand Haven, MI as a committee member expiring in November 2024 on the HTMCTS Local Advisory Committee. At Large Member.

g. Recommendation by the HTMCTS Board to re-appoint Roy Harz, 18278 Swiss Drive, Apt A, Spring Lake, MI representing Spring Lake Township, MI as a committee member expiring in November 2024 on the HTMCTS Local Advisory Committee. At Large Member.

h. Recommendation by the HTMCTS Board to re-appoint Carrie Utche, 1619 Old Orchard Drive, Spring Lake, MI representing Spring Lake Township, MI as a committee member expiring in November 2024 on the HTMCTS Local Advisory Committee. At Large Member.

i. Recommendation by the HTMCTS Board to re-appoint Norman Cunningham 16923 Piper Way, Apt 204 Grand Haven, MI Representing the City of Grand Haven, MI as a committee member expiring in November 2024 on the HTMCTS Local Advisory Committee. At Large Member.

Yes: Pete Lamourie, Craig Bessinger, Bob Monetza, Pat McGinnis, Cathy Pavick, Gordon Gallagher, Chris Burns, Mike DeWitt, Joel Tepaste

Motion carries

Transportation Director Scott Borg's Report

Ridership

January 2021 = 5,810
February 2021 = 6,394

Looking into using Harbor Island for Beach Express parking
Hoping to get back to regular schedule by early April!
Federal law requires mask wearing on the bus

**Board Members Comments:**
Christine Burns commented that during her time on this board she has received anonymous complaints, and that she does not respond to those comments. Those that are signed receive considerable attention.

Gordon Gallagher commented that he will miss Joann Marcetti on the Board.

*Moved by Joel to adjourn at 6:05 p.m.*

Next regularly scheduled Board Meeting will be held on May 26, 2021 at 5:30 PM at City of Ferrysburg Administrative Office, 17290 Roosevelt Road. In the event that Department of Health and Human Services finds that it is necessary to continue social distancing the meeting will be held remotely by Zoom at 4:30 PM.