

MINUTES

LENAWEE PUBLIC TRANSPORTATION AUTHORITY WEDNESDAY

FEBRUARY 28, 2024

Lenawee Room-Human Service Building

1:30PM

Present: Amy Young, Nathan Owen, Comm. Tillotson, Clint Brugger, Russ Amo and Morgan Torres

Absent: Burt Fenby, Kathryn Szewczuk

- I. Call to Order:
This meeting was called to order by Commissioner Tillotson at 1:29 pm
- II. Approval of the Agenda - MOTION R. AMO. SUPPORT A. YOUNG. MOTION CARRIED.
- III. Approval of JANUARY Minutes MOTION C. BRUGGER. SUPPORT N. OWEN. MOTION CARRIED
- IV. **Public Comment- limited 2 minutes THERE WAS NO PUBLIC COMMENT**
- V. Financial Report JANUARY MOTION A. YOUNG. SUPPORT R. AMO. MOTION CARRIED.
- VI. Approval of JANUARY bills MOTION C. BRUGGER. SUPPORT N. OWEN. MOTION CARRIED.
- VII. Operation Report –NO MOTION NEEDED
 - a. Daisher included the Management Static Report
 - i. Ridership has held the same as the previous month even with 2 less days of transportation.
 - ii. Amo asked about comparing numbers from previous years.
 - iii. Daisher revealed some interesting information regarding NO SHOW and cancellations.
- VIII. Mobility Management Report-presented by Morgan Torres
 - a. December= 112 rides-revenue -\$5600
 - b. January= 161rides-revenue \$7500
 - c. Daisher stated to the group based on the numbers and revenue that the Mobility Manager although covered by a grant through the state is self-sustaining.
- IX. Miscellaneous-
 - a. Blue Boutique would like to have transportation coverage for locations in Adrian and Tecumseh. They are asking to increase contact hours up to having the participants for 6

hours. We are working together with both Goodwill and Hope to devise a creative solution.

- b. Agency tokens have been a great addition. We have had a few struggles with individuals trying to trade them in for cash. We have sold the Agency tokens to Catherine Cobb, Housing Help, Lenawee County Courthouse, Lenawee Community Mental Health Authority and Holy Family Parish.
- c. Lenawee Transportation Corporation will need to complete Form 990 for calendar year 2022 that will be for three months. This will be marked as a final. LPTA will not have to file a 990 in the future as it is a government entity.
- d. When Daisher began her process of preparing for the audit it was discovered that due to the transition of the two agencies there were several items that needed to be addressed before the audit could be performed. Based on the timeline and workload at Donna Baker it will be challenging to get the audit filed on time. Daisher has requested an audit extension but has been advised that they are not often granted. If the extension is not granted MDOT will withhold funding until the audit is completed.
- e. Daisher informed the board of the request from the auditors for Articles of Dissolution. Daisher thought that the resolution from the County and the City. The Articles of Dissolution officially closes the Lenawee Transportation Corporation. Daisher is working with the attorney to determine if this is needed.
- f. Daisher discussed information that was discovered that the LPTA Board is approved by Lenawee County Commissioners. This will need further investigation as if LPTA is its own government entity, why do the County Commissioners have the right to approve the board. According to the updated LPTA bylaws the County Commissioners do appoint the LPTA board. This may need to be reviewed and addressed in the future.

MOVE TO ADJOURN THE MEETING AT 2:09 PM. MOTION C. BRUGGER SUPPORT A. YOUNG