

MINUTES

Lenawee Public Transportation Authority
Wednesday
June 26, 2024
Lenawee Room – Human Service Building
1:30 p.m.

Present: Commissioner Tillotson, K. SZEWCZEK, N. OWEN, A. YOUNG, R. AMO, B. FENBY, C. BRUGGER

I. Call to Order:

This meeting was called to order by Commissioner Tillotson at 1:30 p.m.

II. Approval of the Agenda – MOTION C. BRUGGER, SUPPORT K. SZEWCZEK, MOTION CARRIED

III. Clark, Schaefer, Hackett – Presentation of Audit FY 2023

Board members received copies of the audit and an overview was presented by auditors in attendance. The clarification was made that LPTA is now a government entity allowed to make a profit, and is no longer a non-profit organization.

No findings, no significant difficulties, no disagreements with management, compliant, records were maintained well.

An extension was filed, no fault of management, as government standings are more complicated and this was the first year reporting under the new status.

Overview was given by section of the report, and reflected an increase in funds and miles of service provided.

The audit cost will increase next year due to the government entity status as it will be more involved. Some new policies will be worked on for next year as a single audit will need to be completed due to increase in purchases. When \$700,000 in federal grants is reached, this dictates the need for the single audit. Also grants will be audited next year, and this will be significant more work.

MOTION R. AMO, SUPPORT C. BRUGGER, MOTION CARRIED

IV. Approval of MAY minutes: pages 2-3 MOTION K. SZEWCZEK, SUPPORT N. OWEN MOTION CARRIED

V. No Public comment

- VI. Financial Report MAY: pages 4-10 MOTION R. TILLOTSON, SUPPORT R. AMO MOTION CARRIED

Kate explained the income section on the YTD Financial statement board members received, and is waiting on the accountant to help with the expense side.

- VII. Approval of MAY bills: page 11 MOTION K. SZEWCZEK, SUPPORT C. BRUGGER MOTION CARRIED

- VIII. Operation Report - MAY – NO MOTION NEEDED: pages 12-13

Kate gave number of riders, hours of service provided, fuel usage, and mileage as these figures are all reported to the State of Michigan.

- IX. Mobility Management Report – Morgan reported there was a slight decrease in trips due to rider changes.

- X. Miscellaneous –

City Commission meeting – Kate attended the June 17, 2024 City Commission meeting and provided an overview of LPTA. The public needs to hear about LPTA and the major improvements that have taken place, the new contracts and partnerships, i.e. brokers, and NEMT.

Kate will be meeting Thursday, June 27, 2024 with Jeff Bowman from WLEN to help with marketing ideas, etc.

It was suggested that Kate ask to be on the Human Service committee meeting agenda, to educate them on the services LPTA can provide.

LPTA will partner with MTC in receiving a grant through the Lenawee Community Foundation. This doubles the grant as it allows New Freedom funding to be used with the MTC.

The annual director evaluation is coming up, and K. Szewczek will bring evaluation material for input, to the July meeting to have it ready prior to the evaluation. C. Brugger, N. Owen and K. Szewczek make up the evaluation subcommittee.

MOVE TO ADJOURN THE MEETING AT 2:50 PM MOTION Clint Brugger SUPPORT Amy Young

NEXT MEETING IS SCHEDULED FOR:
LENAWEE PUBLIC TRANSPORTATION AUTHORITY
WEDNESDAY, JULY 24, 2024
1:30 PM