



WOTA – WESTERN OAKLAND TRANSPORTATION AUTHORITY

250 W. LIVINGSTON RD., HIGHLAND, MI 48357

MINUTES - BOARD MEETING – **February 13, 2024, at 9:00 am** – Highland Township Town Hall 205 N. John,
Highland

AGENDA

PRESENTER

ACTION

1. Call to Order – Rick Hamill 9:02 am
2. Pledge of Allegiance
3. Roll – *RHamill, GWall, RKowall, KPlafchan, EAsdell,*
 - a. Also Present: *KViener, GKullis, MKoerner, AGrzymkowski, HJaquays, LDWhitt*
 - b. Absent: *SSchrader*
4. Approval of Agenda – *Rkowall: Motion to Approve the Agenda supported by GWall. Vote: all in favor.*
5. Approval of Consent Agenda – *GWall: Motion to Approve the Consent Agenda supported by KPlafchan*
 - a. January Board Meetings Minutes
 - b. January Bank Statements
 - c. January P&L Budget vs Actuals and Balance Sheet
 - d. End of Year 2023 MI Class Summary Statement
6. Public Comment (Agenda items) *None*
7. Director Report
 - a. Legal Update – *MKoerner. No legal matters to update at this time.*
 - b. HR/Marketing Update – *AGrzymkowski – working on the changeover to new payroll software, Paylocity. Currently working on community events – HVS Senior Luncheon (in collaboration with Dublin and HVS). Will create a press release regarding free rides to vote.*
 - c. Financial Update – *AGrzymkowski Audit is ongoing. Nice departure in terms of process from previous auditor. Meeting this week to speak to the Auditors.*
 - d. Operations/Maintenance Update – *TBD New transits on road with Oakland Co transit, waiting for cutaways with WOTA wrap and cameras. MMRMA upped insurance to \$250,000 – due to the umbrella; RKowall, asked questions regarding the umbrella policy. WOTA purchased the service truck voted on at the last Board meeting.*
8. New Business
 - a. Vote in George Kullis as a WOTA board member to represent the Holly-area. Mr. Kullis would represent WOTA. *Rkowall – “Motion to postpone the appointment until the northern communities sign resolutions” supported by GWall. Vote: All in favor. MKoerner will prepare a resolution for Groveland, Rose, and Holly Townships as well as the Village of Holly.*
 - b. Vehicle 8851: The 2018 Ford Transit (purchased with WOTA funds in 2021) has more than 200,000 miles. In November, WOTA replaced the rear axle for \$3,000; now the transmission needs to be replaced with an estimated cost to repair of \$6,500-10k+. This work must be outsourced. WOTA management is requesting disposal of the vehicle. Discussion: *RHamill is concerned with the value of the vehicle and would like to look at it. GWall indicated that Waterford has an upcoming auction for vehicles that are past their useful life. The firm charges 10% of the cost. Rkowall: “Motion to postpone decision until further investigations can be done.” Supported by GWall. Vote: all in favor.*

- c. WOTA would like to offer free rides for voting in 2024, must call to schedule. RHamill: "Motion to approve free rides to vote" supported by KPlafchan. Vote: all in favor.
 - d. WOTA Conflict of Interest Policy. The Director needs all Board members to sign. This is an annual renewal.
9. Old Business
- a. The 4 cutaways were purchased for \$481,040.00; they are awaiting wrap then will be on the road. Awaiting reimbursement from the county.
 - b. Purchased a new 2023 GMC Sierra 2500 long-bed pickup truck converted to service box from LaFontaine-Highland for \$59,425, MI Bid pricing. Rkowall expressed his appreciation of using a local dealer. MTimson purchasing items to populate the truck for action. Looking for a winch and snowplow to assist in maintaining WOTA locations. WOTA will brand the truck.
10. Public *Comment* (non-Agenda items) - *None*
11. Board Member *Commentary/Discussion*- Mr. L. Dennis Whitt, City Manager of Walled Lake, was appointed by his Board to be the Walled Lake representative for WOTA. Ms. Jaquays will continue to be the alternate. Mr. Whitt presented a Resolution for the City of Walled Lake for the appointment.
12. Next Meeting Date
- a. Our next meeting: **9 am, Tuesday, March 19, 2024**, in the Highland Township Auditorium.

Adjournment – RHamill: "*Motion to adjourn at 9:31 am*" supported by RKowall. Vote: all in favor.

NOTE: *The April meeting date needs to be changed. KViener & AGrzymkowski will be attending the MPTA/MDOT Rural Transit Managers Workshop M-W. Would **April 9th** work for everyone?*