

Transportation Committee - ACT Minutes for February 6, 2009

Present: Dawson, Howelman, Allen, White, Rhoads.

Meeting called to order at 9:00 a.m.

Minutes of the December 5 meeting were reviewed. (There was no meeting in January)

Rhoads presented the following correspondence:

1. The 2009 meeting schedule as posted in county building.
2. Preliminary bus order forms indicating the process has begun to purchase 4 buses using 80% federal and 20% state funds.
3. Local Advisory Council meeting minutes. This meeting is a requirement of the annual budget application process to assure that ACT is meeting the needs of senior citizens and persons with disabilities.

Financial reports were presented including vouchers for January and February. Also expense and revenue reports for the months of November and December were presented. **Motion by Howelman, support by Allen to approve the vouchers and reports as presented. All voting aye. Motion carried.**

Rhoads presented information regarding the FY 10 budget application package that was due and submitted to MDOT January 30 for the fiscal year starting October 1, 2009. The budget reflects the need for a county appropriation request of \$166,000 to supplement the anticipated state and federal funds. Rhoads has asked to be placed on the Finance Committee agenda for their February 9 meeting. **Motion by Dawson, support by Allen to make the request to the Finance Committee for the \$166,000. All voting aye. Motion carried.**

Ridership reports:

1. MeadowBrook – Calendar year 2008 YTD:
Through December, 123 trips have been provided with revenue of \$11,332.
2. Bellaire Schools – School Year 08-09. The report indicated the following through December:
Early Childhood Program (ECP) - 130 trips with revenue of \$3,200.
Career Technical (TBA) - 139 trips with revenue of \$11,120.
Special Run - 117 trips with revenue of \$2,925.
3. General Ridership – Total passengers for December 2008 was 3,333, a decrease of 136 compared to December 2007. (ACT transported one less day in December 2008)

New business:

1. Rhoads presented an update on the roof project. He is in the process of having

a structural study completed to ensure a safe roof.

2. A new walk-through door is being installed for the pole barn. Also a canopy is being built to protect the doorway and help keep water from the door lock. Grant funds are being used.

Next meeting – March 6, 2009

Meeting adjourned at 9:50 a.m.

Transportation Committee - Airport Minutes for February 6, 2009

Members present: G. Dawson, J. Allen, D. Howelman

Others present: J. Strehl, J. White, T. Davis, A. Hunter

Meeting opened: 10:15 am

Public comment: none

Airport Updates: J. Strehl informed the Committee on:

1. Boy Scouts request to host a Klondike Derby on airport property on 2/7/09
2. New snow removal equipment
3. Fuel prices
4. AWOS repair

Grant: Strehl presented a grant in the amount of \$55,000 dollars, from MDOT for a land easement acquisition consultant at the airport. **Motion made by Howelman to recommend to the County board to accept the grant. Support Allen**

Land acquisition: Tim Davis of Commonwealth & Associates presented his company's scope of work to negotiate easements in the airports (RPZ) Runway Protection Zone. **Motion by J. Allen that the Antrim County Board of Commissioners enter into a contract with Commonwealth & Associates in the amount of \$49,126 for land easement acquisition in the airports RPZ supported D. Howelman.**

Insurance: Nation Air representative Allison Hunter presented quotes for 2009 field insurance, considerable discussion took place. **It was moved by D. Howelman that Antrim County Airport purchase insurance from Global Aerospace, Inc. in the amount of \$7,607 dollars. A savings of \$3,136.00 over last year's policy. Support J. Allen.**

Financial Reports: Income statements for January, and expenses reports for December was reviewed. **Motion to accept by D. Howelman; support J. Allen**

Meeting adjourned 11:51 am

Transportation Committee - ACT Minutes for March 6, 2009

Present: Dawson, Howelman, Allen, White, Rhoads.

Meeting called to order at 9:00 a.m.

Minutes of the February 6 meeting were reviewed.

Rhoads presented the following correspondence:

1. Memo regarding his termination of employment as ACT Director effective May 30, 2009.
2. Letter to John Drury requesting MDOT reimbursement for facility improvements.

Rhoads presented the following correspondence:

Financial reports were presented including vouchers for March. Also expense and revenue reports for January were presented.

Motion by Howelman, support by Allen to approve the vouchers and reports as presented. All voting aye. Motion carried.

Rhoads presented the following information regarding the FY10 budget application package that was submitted to MDOT January 30 for the fiscal year starting October 1, 2009:

1. Letter from John Drury indicating MDOT's approval of ACT's application.
2. Letter from MDOT indicating approval of ACT's ADA plan update.
3. Resolution from the Board of Commissioners supporting the MDOT application.
4. Copy of the required public notice in the local newspaper.

Ridership reports:

1. MeadowBrook – Calendar year 2009 YTD:
Through January, 5 trips have been provided with revenue of \$750.
2. Bellaire Schools – School Year 08-09. The report indicated the following through January:
Early Childhood Program (ECP) - 160 trips with revenue of \$3,950.
Career Technical (TBA) - 175 trips with revenue of \$14,000.
Special Run - 152 trips with revenue of \$3,810.
3. General Ridership – Total passengers for January 2009 was 4,681, an increase of 427 compared to January 2008.

New business:

1. Rhoads presented information regarding the need for a follow-up resolution allowing the Transportation Committee Chair to sign MDOT authorizations and

contracts relating to Master Agreement # 2007-0163 with MDOT. The agreement covers the years of 2006-2011.

Motion by Allen, support by Howelman to present the resolution to the Board of Commissioners for approval at the next meeting. All voting aye. Motion carried.

2. Rhoads presented an update on bus purchases. ACT has approval to purchase 5 buses. However, due to price increases only 4 buses have been ordered. There remains partial funding for the 5th bus. Rhoads will seek additional state and/or federal funding.
3. Rhoads presented an update on the roof project. He is awaiting a structural engineering report.

Next meeting – April 3, 2009

Meeting adjourned at 9:50 a.m.

Transportation Committee - Airport Minutes for March 6, 2009

Members present: G. Dawson, J. Allen, D. Howelman

Others present: J. Strehl, J. White, D. Reck

Meeting opened: 10:00 am

Public comment: None

Airport Updates: J. Strehl informed the committee on:

1. New snow removal equipment
2. Fuel prices
3. AWOS repair
4. AOPA Airport support network
5. *Common Wealth & Associates progress*

SRW: *Scott Beaty of SRW informed the committee of the status of the two gas wells on airport property.*

Financial Reports: Income statements for February, and expenses reports for January was reviewed. ***Motion to accept by D. Howelman; support J. Allen***

Meeting adjourned 11:21 am

Transportation Committee - ACT Minutes for April 3, 2009

Present: Dawson, Howelman, Allen, Rhoads.

Meeting called to order at 9:00 a.m.

Minutes of the March 6 meeting were reviewed.

Rhoads presented the following correspondence:

1. Letter to the editor of the Antrim Review praising ACT's service.
2. Memo regarding the next steps for implementing the Grand Vision findings.

Financial reports were presented including vouchers for April. Also expense and revenue reports for February were presented. **Motion by Allen, support by Howelman to approve the vouchers and reports as presented. All voting aye. Motion carried.**

Ridership reports:

1. MeadowBrook – Calendar year 2009 YTD:
Through February, 15 trips have been provided with revenue of \$1,665.
2. Bellaire Schools – School Year 08-09. The report indicated the following through February:
Early Childhood Program (ECP) - 172 trips with revenue of \$4,250.
Career Technical (TBA) - 211 trips with revenue of \$16,880.
Special Run - 186 trips with revenue of \$4,660.
3. General Ridership – Total passengers for February 2009 was 4,710, an increase of 287 compared to February 2008.

New business:

1. Rhoads presented an update on Munson Transportation. A meeting has been scheduled with Munson Hospital April 6 to discuss the draft contract they sent to local transits for review.
2. Rhoads presented an update on bus purchases. The order has been submitted to the factory and the four buses are in the process of being built. There is \$88,000 remaining for bus purchases. Rhoads indicated that he and Tom Sandeen will be visiting BATA or Otsego Transit to view a Champion bus that is available for purchase from another contract. The contract cost is approximately \$88,000. Quality and durability are two main considerations.
3. Rhoads presented an update on the ACT roof project. The structural engineer Dave Chryst is still researching the issue and is in the process of locating the original building plans.
4. Rhoads presented an update on the Stimulus funding package. Supposedly

some of the funds are to be used for transit. However, it is not yet clear how MDOT intends to parcel out the funds.

Next meeting – May 8, 2009

Meeting adjourned at 9:50 a.m.

Transportation Committee - Airport Minutes for April 3, 2009

Members present: G. Dawson, J. Allen, D. Howelman

Others present: J. Strehl, D. Reck

Meeting opened: 10:00 am

Public comment: None

Airport Updates: J. Strehl informed the committee on:

1. Snowplow
2. Safety Meeting (5/27)
3. Kearney Township Land
4. Common Wealth & Associates Progress

MDOT Pavement Report: J. Strehl presented a report on airport pavement conditions prepared by Applied Pavement Technology Inc, for MDOT, the overall rating of current pavements as of 8/16/08 is 88%.

Financial Reports: Income statements for March, and expenses reports for February was reviewed.

Meeting adjourned 11:21 am

Transportation Committee - ACT Minutes for May 8, 2009

Present: Dawson, Howelman, Allen, White, Meacham, Rhoads.

Meeting called to order at 9:00 a.m.

Alan Meacham was introduced as the new ACT Director

Minutes of the April 6 meeting were reviewed.

Rhoads presented the following correspondence:

1. Letter from Rural Task Force RE: budget revision for facility improvements.
2. Notice of FY 08 Reconciliation payment of \$22,808.
3. Michigan Transit Pool Insurance RE: Annual adjustments
4. Finalized Munson Contract for Dialysis and Radiation transportation

Financial reports were presented including vouchers for May. Also expense and revenue reports for March were presented. **Motion by Allen, support by Howelman to approve the vouchers and reports as presented. All voting aye. Motion carried.**

Rhoads reported on a number of meetings that have taken place to introduce AI to agencies he will be working with. To date meetings have been held with Meadowbrook, Bellaire Schools, Antrim Co. Road Commission, MDOT, and several Co. Departments.

Ridership reports:

1. MeadowBrook – Calendar year 2009 YTD:
Through March, 20 trips have been provided with revenue of \$2,190.
2. Bellaire Schools – School Year 08-09. The report indicated the following through February:
Early Childhood Program (ECP) - 172 trips with revenue of \$4,250.
Career Technical (TBA) - 249 trips with revenue of \$19,920.
Special Run - 217 trips with revenue of \$5,425.

New business:

1. Rhoads and Meacham presented information regarding potential fare increases. The issue will be taken up at the June meeting.
2. Rhoads presented an update on bus purchases. The order has been submitted to the factory and four buses are in the process of being built. An order has recently been placed for a 5th bus which will utilize all the current available funds for bus purchases.
3. Rhoads presented an update on the roof project. He has spoken with the Engineer and was told that a letter is forthcoming which will outline the reasons why the roof will not support a membrane system and the added snow load. ACT will pursue the new liquid products now available on the market.

4. Rhoads presented an update on potential stimulus funding for transits. We are awaiting an announcement from Lansing regarding what dollar amount might be available

Next meeting – June 5, 2009

Meeting adjourned at 10:00 a.m.

Transportation Committee - Airport Minutes for May 8, 2009

Members present: G. Dawson, J. Allen, D. Howelman

Others present: J. Strehl, D. Reck, J. White

Meeting opened: 10:00 am

Public comment: None

Airport Updates: J. Strehl informed the committee on:

1. Enterprise Fund
2. Mower
3. Airport Zoning Board
4. Common Wealth Progress

Terminal door replacement project, J. Strehl showed the committee the new doors on the West side of the terminal and a new out door seating area for airport customers.

Tree removal bids: four bids for removal of a fallen tree on airport grounds were reviewed.

| | |
|----------------------------|--------------|
| <i>Todd's Tree Service</i> | <i>1,660</i> |
| <i>Northern Tree</i> | <i>1,500</i> |
| <i>Torch Lake Tree Pro</i> | <i>890</i> |
| <i>Ralph Hines</i> | <i>800</i> |

Motion made by Dawson, to accept Ralph Hines bid for \$800 for tree removal, support D. Howelman.

Financial Reports: Income statements for April, and expenses reports for March, were reviewed.

Meeting adjourned 11:21 a.m.

Transportation Committee - ACT Minutes for June 5, 2009

Present: Dawson, Howelman, Allen, and Meacham.

Meeting called to order at 9:00 a.m.

Meacham presented the following correspondence:

1. Passenger Fares alignment proposal. Motion to present to Board of Commissioners for approval. Will provide info to Laura Sexton to include in next Board of Commissioners Meeting.
2. Informed commissioners present of the roof and painting projects approved by MDOT through federal grant funds.
3. Comparison of area transits of the 2008 Reconciled Operating Reports with regards to local funding and how the Antrim County Transportation operation is by far more efficient than surrounding transits.
4. Communication to commissioners present of the meeting with Jerroll Drenth and Michael Crawford from the Building Committee to get approvals of building needs that are not covered from available federal funds. All commissioners mentioned are in agreement to get quotes for agreed items from building committee over to Laura Sexton to present to the Finance Committee for approval of funds.

Financial reports were presented including vouchers for June. Also expense and revenue reports for April were presented. **Motion by Allen, support by Howelman to approve the vouchers and reports as presented. All voting aye. Motion carried.**

Ridership reports:

1. MeadowBrook – Calendar year 2009 YTD:
Through April, 32 trips have been provided with revenue of \$3,270.
2. Bellaire Schools – School Year 08-09. The report indicated the following through April:
Early Childhood Program (ECP) - 172 trips with revenue of \$4,250.
Career Technical (TBA) - 285 trips with revenue of \$22,800.
Special Run - 247 trips with revenue of \$6,175.
3. General Ridership is “flat” (4349 – 2008 4280-2009).

New business:

1. Meacham presented possibility of getting federal stimulus funds for a wash bay.
2. Meacham presented the possibility of getting a Bellaire school route and help them with maintenance in return of receiving that added business.
3. Meacham presented the possibility of getting the business from Meadowbrook and Meadowview.
4. Meacham showed the commissioners present a tour of the facility and what is going to be done to help improve the present condition.

Next meeting – July 2, 2009

Meeting adjourned at 10:00 a.m.

Transportation Committee - Airport Minutes for June 5, 2009

Members present: G. Dawson, J. Allen, D. Howelman

Others present: J. Strehl, D. Reck, J. White

Meeting opened: 10:15 am

Public comment: None

Airport Updates: J. Strehl informed the committee on:

1. Enterprise Fund
2. Fuel Truck
3. Airport Zoning Board
4. Common Wealth Progress
5. Art in Public Places
6. SRW Royalties

Financial Reports: Income statements for May, and expenses reports for April, were reviewed.

Meeting adjourned 11:21 a.m.

Transportation Committee - ACT Minutes for July 2, 2009

Present: Eugene Dawson, David Howelman, Joseph Allen, Peter Garwood, and Alan Meacham

Also Present: Marna Robertson and Dave Schulz, MeadowBrook

Meeting called to order at 9:00 a.m.

Marna Robertson and Dave Schulz presented their transportation procedures and financial numbers for 11 months with their transportation staff and 10 months of numbers with ACT. The following was discussed:

1. Robertson made it clear they do not get reimbursed for any services ACT performs from Medicaid.
2. Robertson also made it clear they need their two drivers to be on call to take care of their needs.
3. Meacham offered to take their two drivers and perform everything as is but have those two drivers under ACT. MeadowBrook would have the opportunity to get compensated for those services that were previously not allowable by Medicaid.
4. Essentially this allows MeadowBrook (Antrim County) to receive (funded by Medicaid) 32% of their transportation costs that they could not before. A big win for MeadowBrook, ACT, and Antrim County.
5. Robertson said she had to think about this before saying yes to this windfall.

Meacham presented the Fee Alignment Proposal for approval. **Motion by Allen, support by Dawson and Howelman to approve Fee Proposal as presented. All voting aye. Motion carried.**

Meacham presented Agency Increase on Fuel Proposal for approval. **Motion by Allen, support by Dawson and Howelman to approve Fee Proposal presented. All voting aye. Motion Carried.**

Meacham presented efficiencies of ACT operation when compared to surrounding counties. It shows how the Board of Commissioners and previous Director Sheridan Rhoads should be proud in running such an efficient operation. Meacham is committed to continue efficiencies and try to keep appropriation the same or lower by trying different revenue generating avenues not previously tried.

Financial reports were presented including vouchers for July. Also expense and revenue reports for June were presented. **Motion by Allen, support by Howelman to approve the vouchers and reports as presented. All voting aye. Motion carried.**

Meacham presented fund balance (bank account) information, one area that needs to increase. The goal is to do so by generating “new” revenues.

Ridership reports:

1. MeadowBrook – Calendar year 2009 YTD:

- Through April, 43 trips have been provided with revenue of \$4,208.
2. Bellaire Schools – School Year 08-09. The report indicated the following through May:
 - Early Childhood Program (ECP) - 172 trips with revenue of \$4,250.
 - Career Technical (TBA) - 323 trips with revenue of \$25,840.
 - Special Run - 273 trips with revenue of \$6,825.
 3. General Ridership is “flat” with 3,969 in 2008 and 4,060 in 2009.

New business:

1. Meacham presented “shovel ready” project of wash bay using capital grant money.
2. Meacham will work with Allen to meet with Mancelona about school bus route.

Next meeting – August 7, 2009

Meeting adjourned at 10:15 a.m.

Transportation Committee - Airport Minutes for July 2, 2009

Members present: G. Dawson, J. Allen, D. Howelman

Others present: J. Strehl, D. Reck, J. White

Meeting opened: 10:15 am

Public comment: None

Airport Updates: J. Strehl informed the committee on:

1. Enterprise Fund
2. Tree Removal

Common Wealth Associates: The Committee held a conference call with Tim Davis of Commonwealth. He was asked to attend the July 9, 2009 Board of Commissioners meeting.

Ten year capital improvement plan: J. Strehl presented a draft of the 10 year plan for the Michigan State Block Grant Program.

Financial Reports: Income statements for June, and expenses reports for May, were reviewed.

Meeting adjourned 11:21 a.m.

Transportation Committee - ACT Minutes for August 7, 2009

Present: Eugene Dawson, David Howelman, Joe Allen, and Al Meacham.

Meeting called to order at 9:00 a.m.

Meacham presented the Repairs & Maintenance bids for the Building & Grounds Committee to fund for approval. **Motion by Dawson and support by Howelman to approve Bid Proposals as presented. All voting aye. Motion carried.**

Howelman presented cost analysis from Meadowbrook for transportation. Meacham stated ACT should do “all” of the transportation needs for Meadowbrook and while doing so keep the operation over at Meadowbrook intact for a “seamless” transition. This would provide the Meadowbrook operation with 100% funding versus 66% currently from the government by doing this proposal. White stated he would talk to Michael Paradis (Chairman of Meadowbrook) to see if we could have a meeting to talk further about this opportunity.

Meacham presented the updated “transit map” for the region that the Grand Vision is producing with the input of the area Transportation Directors.

Financial reports were presented including vouchers for August. Also expense and revenue reports for June were presented. **Motion by Howelman and support by Dawson to approve the vouchers and reports as presented. All voting aye. Motion carried.**

Meacham presented fund balance (bank account) information, one area that needs to increase. The goal is to do so by generating “new” revenues (Meadowbrook, fare increase, agency fuel increase, etc.).

Ridership reports:

1. MeadowBrook – Calendar year 2009 YTD:
Through June, 59 trips have been provided with revenue of \$5,782.50.
2. Bellaire Schools – School Year 08-09. The report indicated the following through June:
Early Childhood Program (ECP) - 172 trips with revenue of \$4,250.
Career Technical (TBA) - 325 trips with revenue of \$26,000.
Special Run - 274 trips with revenue of \$6,850.
3. Munson Health Rides
Kalkaska Run – 26 trips with revenue of \$1,515.00
Biederman Run – 15 trips with revenue of \$1,567.50.
4. General Ridership is up for the YTD #'s with 23,414 in 2008 and 24,985 in 2009 (1,571 increase).
June 2008 – 2,466
June 2009 – 2,772

New business:

1. Meacham stated he and peter Garwood are to meet on August 14th at 9:00 am to go over the applications for the Secretary position that is open due to Julie Gorno retiring.
2. Meacham took the Committee Members present on a tour of the building to show improvements being done so far and future planned improvements.
3. Meacham showed Committee Members present the proposed location of the recycling bins.

Next meeting – September 4, 2009

Meeting adjourned at 10:05 a.m.

Transportation Committee - Airport Minutes for August 7, 2009

Members present: G. Dawson, J. White, D. Howelman

Others present: J. Strehl, L. Sexton, D. Reck, James Aiello

Meeting opened: 10:05 am

Public comment: None

Airport Updates: J. Strehl informed the committee on:

1. Young Eagles program
2. Car Cruise
3. Hangar lease
4. Tree removal

2010 Review Budget: L. Sexton & J. Strehl presented the Airport's 2010 budget to the Committee. **Motion by D. Howelman, that the budget be forwarded to Finance. Support G. Dawson.**

Common Wealth Associates: Jim Aiello of Common Wealth addressed the board on the status of aviation easement offers being presented.

Financial Reports: Income statements for July and expenses reports for June were reviewed.

Meeting adjourned 11:21 a.m.

Transportation Committee - ACT Minutes for September 3, 2009

Present: Eugene Dawson, David Howelman, Joe Allen, and Al Meacham.

Meeting called to order at 9:00 a.m.

Meacham presented Commissioners with beam concerns in shop area. Building Committee wants to act immediately. Facility improvements were inspected as well.

Meacham presented for approval a proposed increase of revenue from sale of maintenance to outside agencies from \$30 per hour to \$40 per hour effective November 1, 2009. It has been over 20 years since the last increase. **Motion by Allen, support by Howelman and Dawson, to approve proposed increase as presented. All voting aye. Motion carried.**

Tammy Nieporth was introduced as the new secretary and Julie Gorno was thanked for the excellent service she provided Antrim County for the past 19 years.

Financial reports were presented including vouchers for September. Also expense and revenue reports for July were presented. **Motion by Howelman and support by Dawson and Allen to approve the vouchers and reports as presented. All voting aye. Motion carried.**

Meacham presented fund balance information, an area that needs to increase. The goal is to do so by generating new revenues (Meadowbrook, fare increase, agency fuel increase, maintenance increase, etc.)

Ridership reports:

1. MeadowBrook – Calendar year 2009 YTD:
 - Through July, 67 trips have been provided with revenue of \$6,517.50.
2. Bellaire Schools – School Year 08-09. The report indicated the following through July:
 - Early Childhood Program (ECP) - 172 trips with revenue of \$4,250.
 - Career Technical (TBA) - 325 trips with revenue of \$26,000.
 - Special Run - 274 trips with revenue of \$6,850.
3. Munson Health Rides:
 - Kalkaska Run – 26 trips with revenue of \$1,560.
 - Biederman Run – 0 trips with revenue of \$0.
3. General Ridership is up for the year-to-date with 25,054 passengers in 2008 and 27,721 in 2009 – an increase of 1,667 passengers.
 - July 2008 – 2,640 passengers
 - July 2009 – 2,736 passengers

New business:

Meacham requested assistance from Howelman to see if Meadowbrook would

consider increasing the use of ACT for transportation needs. This issue has been communicated often in the last four months. All present agreed another meeting is needed with Meadowbrook and Jack White to see what is in the best interest of not only Meadowbrook and ACT but more importantly Antrim County as a whole.

Next meeting – October 2, 2009

Meeting adjourned at 9:50 a.m.

Transportation Committee –

Airport Minutes for September 3, 2009

Members present: G. Dawson, J. White, D. Howelman

Others present: J. Strehl, Jim Gorno

Meeting opened: 10:05 am

Public comment: None

Airport Updates: J. Strehl informed the committee on:

1. Terminal water well
2. Snow plow repair
3. PAPI repair

Jim Gorno, MDNR: Mr. Gorno addressed the Committee on the DNR's past role in animal management at the airport.

Motion by Allen, that the DNR continue their Animal Control Program at the Antrim County Airport. Supported by Howelman.

Commonwealth & Associates: J. Strehl was pleased to report that agreements have been reached with all property owners.

Peckham Engineering: J. Strehl presented two contracts for engineering services from Peckham Engineering to be funded 90% Federal, 2 ½ State & 2 ½ Local:

- 1) Prepare Plans to clear trees from avigation easements \$7,005.00
- 2) Up date Exhibit A on the Airports Master Plan \$6,020.00

Motion by Allen, to enter into the contracts with Peckham Engineering contingent to State approval. Supported by Howelman.

Financial Reports: Income statements for August, and expenses reports for July, were reviewed.

Meeting adjourned 11:11 a.m.

Transportation Committee - ACT Minutes for October 2, 2009

Present: Eugene Dawson, David Howelman, Joe Allen and Alan Meacham

Meeting called to order at 9:00 a.m.

Al Meacham, ACT Director, presented Commissioners with the “sealed” engineering study on the beam concerns in shop area. The Building & Grounds Committee wants to act immediately. Dave Vitale, Maintenance, and Al Meacham will meet on October 5th to get three bids on finishing this project as soon as possible.

Financial reports were presented including vouchers for October and Year End. Also expense and revenue reports for August were presented. **Motion by Howelman and support by Dawson and Allen to approve the vouchers and reports as presented. All voting aye. Motion carried.**

Meacham presented fund balance information, an area that needs to increase. The goal is to do so by generating new revenues (Meadowbrook, fare increase, agency fuel increase, maintenance increase, etc.)

Ridership reports:

1. MeadowBrook – Calendar year 2009 YTD:
Through August, 73 trips have been provided with revenue of \$7,027.50.
2. Bellaire Schools – School Year 08-09. The report indicated the following through August:
Early Childhood Program (ECP) - 172 trips with revenue of \$4,250.
Career Technical (TBA) - 325 trips with revenue of \$26,000.
Special Run - 274 trips with revenue of \$6,850.
3. Munson Health Rides:
Kalkaska Run – 26 trips with revenue of \$1,785.00.
Biederman Run – 3 trips with revenue of \$330.
4. General Ridership is up for the year-to-date with 28,301 passengers in 2008 and 30,136 in 2009 – an increase of 1,835 passengers.
August 2008 – 2,247 passengers
August 2009 – 2,415 passengers

New business:

1. Meacham again requested assistance from Howelman to see if Meadowbrook would consider increasing the use of ACT for transportation needs. This issue has been communicated often in the last four months. All present agreed another meeting is needed with Meadowbrook and Jack White to see what is in the best interest of not only Meadowbrook and ACT but more importantly Antrim County as a whole.
2. Facility improvements and the four new buses were shown to the commissioners.

Next meeting – November 6, 2009

Meeting adjourned at 9:45 a.m.

Transportation Committee - Airport Minutes for October 2, 2009

Members present: G. Dawson, J. Allen, D. Howelman

Others present: J. Strehl, D. Reck

Meeting opened: 10:05 am

Public comment: None

Airport Updates: J. Strehl informed the committee on:

1. Terminal water well
2. Zoning Board
3. Fuel pricing

Hangar owner request: J. Strehl presented an invoice for repair of damage to a private hanger resulting from a fallen tree. The board declined to act.

Grant: J. Strehl presented a grant for avigation easements for \$90,000 dollars. To be paid 95% federal, 2.5 % State and 2.5 % Local. ***Motion by D. Howelman to recommend to the board of Commissioners to accept the grant, support J. Allen.***

UST Pollution Insurance: The UST (under ground tank) insurance policy was reviewed. Mr. Strehl was asked to obtain quotes with 5K & 25K dollar deductibles.

Financial Reports: Income statements for September, and expenses reports for August, were reviewed.

Meeting adjourned 11:11 a.m.

Transportation Committee - ACT Minutes for November 5, 2009

Present: Eugene Dawson, David Howelman, Jack White, Marna Robertson, David Schulz, Al Meacham.

Meeting called to order at 9:00 a.m.

Al Meacham proposed to Marna Robertson and Dave Schulz, Directors at Meadowbrook, the notion of ACT doing “all” their transportation. It’s actually just an accounting deal because Medicaid will fund Meadowbrook 100% by having just one transportation source. Marna Robertson stated she would email Al Meacham concerns and he will answer them and present to her Board on their meeting November 17, 2009.

Al Meacham communicated that Todd’s Welding has been chosen by the Building Committee to complete the beam repair issue for \$2125.

Financial reports were presented including vouchers for November and Year End. Also expense and revenue reports for September were presented. **Motion by David Howelman, supported by Gene Dawson to approve the vouchers and reports as presented. All voting aye. Motion carried.**

Ridership reports:

1. MeadowBrook – Calendar year 2009 YTD:
Through September, 83 trips have been provided with revenue of \$8,100
2. Bellaire Schools – School Year 09-10. The report indicated the following through September:
Early Childhood Program (ECP) - 0
Career Technical (TBA) - 32 trips with revenue of \$2,560
Special Run - 32 trips with revenue of \$800
3. Munson Health Rides:
Kalkaska Run – 24 trips with revenue of \$1,597.50
Biederman Run – 13 trips with revenue of \$1,470
4. General Ridership is up for the year-to-date with 32,613 passengers in 2008 and 34,152 in 2009 – an increase of 1,539 passengers.
But down for the month of September:
September, 2008 – 4,312 passengers
September, 2009 – 4,016 passengers

New Business:

Facility improvements were shown to the commissioners.

Next meeting – December 4, 2009

Meeting adjourned at 9:40 a.m.

Transportation Committee - Airport Minutes for November 5, 2009

Members present: G. Dawson, D. Howelman

Others present: J. Strehl, J. White, R. Bechtold

Meeting opened: 2:00 pm

Public comment: None

Airport Updates: J. Strehl informed the Committee on:

1. Terminal Water Well
2. UST Pollution Insurance
3. MAP Meeting

Tree project: J. Strehl, reported the checks for avigation easements will be issued to property owners in the next few weeks. At which point engineering plans will be finalized for the trimming or removal of trees. That will complete the airport's approach clearing project.

Zoning Board: Linn Smith from the Michigan Bureau of Aeronautics briefed the Committee on appointing members to the airport Zoning Board of Appeals. Discussion took place over potential members, and it was decided that Transportation Committee members would make up three of the five members with two being local flyers. J. Strehl will seek local participation.

Financial Reports: Income statements for October, and expense reports for September, were reviewed.

Meeting adjourned 3:07 p.m.

Transportation Committee - ACT Minutes for December 4, 2009

Present: Eugene Dawson, David Howelman, Jack White and Al Meacham.

Meeting called to order at 9:00 a.m.

Al Meacham presented Concord Impact of losing one rout. Expenses are in check but the ridership will be down accordingly (1,000 less passengers per month for the 9 month school year).

Al Meacham presented the ACT script for future presentations to the public (Lions Club, Schools, Retirement Operations, etc.)

Financial reports were presented including vouchers for December. Also expense and revenue reports for October were presented. **Motion by David Howelman, supported by Gene Dawson to approve the vouchers and reports as presented. All voting aye. Motion carried.**

Ridership reports:

1. MeadowBrook – Calendar year 2009 YTD:
Through October, 89 trips have been provided with revenue of \$8,670.
2. Bellaire Schools – School Year 09-10. The report indicated the following through September:
Early Childhood Program (ECP) - 0
Career Technical (TBA) - 74 trips with revenue of \$5,920
Special Run - 72 trips with revenue of \$1,800
3. Munson Health Rides:
Kalkaska Run – 26 trips with revenue of \$1,837.50
Biederman Run – 21 trips with revenue of \$2392.50
4. General Ridership is up for the year-to-date with 37,958 passengers in 2008 and 38,404 in 2009 – an increase of 446 passengers.
But down for the month of October (due to Concord):
October 2008 – 5,345 passengers
October 2009 – 4,252 passengers

New Business:

- Facility improvements were shown to the Commissioners (The beams were done since the last meeting).
- One full-time driver is going in for hip surgery on January 7th which, in turn, will require a part-time driver to be hired to cover services. Gene Dawson and Dave Howelman agreed to hire needed driver. Al Meacham will present to Pete Garwood to make sure County Administration knows

about the situation.

Next meeting – January 8, 2010

Meeting adjourned at 9:40 a.m.

Transportation Committee - Airport Minutes for December 4, 2009

Members present: G. Dawson, D. Howelman

Others present: J. Strehl, R. Bechtold, B. Bechtold, D. Reck

Meeting opened: 10:00 am

Public comment: None

Airport Updates: J. Strehl informed the Committee on:

1. Zoning board
2. Insurance renewal
3. Winter operations

Tree project: J. Strehl, reported that Common Wealth and Associates have completed their purchases of avigation easements for the County. He then outlined the final phase of the runway 2 approach clearing project.

Grant Amendment: J. Strehl presented a grant amendment for \$6,000 to the current avigation easements grant for the updating of Exhibit A of the Airport's Master Plan. The work will be performed by Peckham Engineering. The County's share of the grant amendment will be \$150.00. **Motion by D. Howelman, supported by G. Dawson, to recommend to the Board of Commissioners to accept the grant amendment.**

Financial Reports: Income statements for November, and expense reports for October, were reviewed.

Meeting adjourned 11:12 a.m.