North Oakland Transportation Authority (NOTA)

Meeting Minutes

**Thursday, January 19, 2023**

**4:30 p.m.**

**NOTA Offices**

**675 S. Glaspie St. Oxford, MI**

The meeting was called to order by Chair Mike McDonald at 4:30 p.m.

**Roll Call**

**Present** Representing

Mike McDonald, Chair Village of Leonard

Ed Brakefield Addison Township

Bruce Pearson Addison Township

Carl Cyrowski Village of Lake Orion

Jack Curtis Oxford Township

Ann Keltcsh At Large – MORC

Mike Flood Orion Township

Tonya Waple TTI

**Absent - Excused**

Margaret Payne Oxford Township

Chris Barnett, Vice Chair Orion Township

Lori Bourgeau Village of Oxford

**Others Present:**

Lynn Gromaski NOTA Executive Director

**Respects to the Flag**

The Pledge of Allegiance was given.

**Agenda Approval**

**Moved by** Ed Brakefield, seconded by Carl Cyrowski, to approve the agenda as presented. By voice vote the motion passed unanimously.

**Minutes Approval**

**Moved by** Ed Brakefield, seconded by Carl Cyrowski, to approve the minutes of the November 17, 2022 meeting as presented. By voice vote the motion passed unanimously.

**Director’s Report**

**Moved by** Mike McDonald, seconded by Ed Brakefield, to receive and file the Director’s report.

By voice the motion passed unanimously.

**Public Comments** - none

**Monthly Financial Packet**

The monthly financial statements were presented.

**Moved by** Mike Flood, seconded by Ed Brakefield, to receive and file the financial activity report. By voice vote the motion passed unanimously.

**Approval of the Bills**

A listing of bills for December was presented.

**Moved by** Jack Curtis, seconded by Ed Brakefield, to approve the bills of $23,035.80 as presented. By roll call vote the motion passed unanimously.

**Old Business**

None

**New Business**

**Fee for TTI Clients**

Lynn Gromaski discussed fare collection of $2 starting February 1, 2023 which the board approved in the December 2022 meeting. She said the board never addressed the TTI Clients which NOTA receives $200,000/ year from to provide service to their clients. The agreement with TTI is for NOTA to provide service to their client in exchange for the amount given. Motion by Ed Brakefield, seconded by Mike Flood, to approve no fees charged to TTI clients. By Roll Call vote, all present voted in favor. Motion passed unanimously.

**MERS Defined Contribution Plans**

Lynn Gromaski reviewed the MERS Defined Contributions plans that would match all non admin employees up to 3% and admin employees for positions of Executive Director and Operations Manager 10% into 401A plans which are the NOTA contributions. The employee contributions go into either 457b pre tax or post tax options.

Motion was made by Ed Brakefield, supported by Jack Curtis, to approve the three motions that MERS needs to have the board adopt which include:

1. Move to approve and adopt the MERS Defined Contribution Resolution to implement a 401a governmental Defined Contribution plan
2. Move to approve and adopt the MERS 457 Deferred Compensation Resolution to implement a governmental 457b program
3. Move to authorize the MERS Resolution Establishing Authorized Signatories of Executive Director Lynn Gromaski and Chairman of the NOTA Board Mike McDonald

By Roll Call vote, all present voted in favor. Motion passed unanimously.

**Election of Officers**

On even number years the NOTA board is supposed to have an election of officers which was missed. Motion by Ed Brakefield, seconded by Bruce Pearson, to keep the same positions for the NOTA board which include Chairperson - Mike McDonald, Vice Chair – Chris Barnett, Treasurer – Margaret Payne, Secretary – Bruce Pearson. By roll call vote motion passed unanimously.

**Oakland County Public Transit Millage –** Lynn Gromaski gave an overview of the progress on the contract discussions with Oakland County. The county is working on a contract hopefully to come out sometime in January with first payment to NOTA in February. The NOTA Board, Oakland County and all of the NOTA municipalities will need to approve the contract. NOTA did not levy the NOTA millage and member communities wont contribute any more than the municipal credits in 2023.

Bruce Pearson is concerned that we have approved all pay raises and benefits and we don’t have a contract yet. Ed Brakefield is concerned with the same. Mike McDonald said the raises are included in the minimum $2,000,000 that the county said that they will give NOTA and that Oakland County needs to make this contract happen. The proposed contracts have been sent out to the municipal attorneys for their review. Mike McDonald said this is a three year agreement with a one year funding commitment. There is considerable skepticism from many of the board members due to lack of trust with Oakland County including Bruce Pearson, Ed Brakefield, Chris Barnett, Jack Curtis and Mike McDonald. There is also a concern of not enough notification of Oakland County meeting times which makes it difficult for board members to be present.

Bruce Pearson said it has taken us years and we have spent millions to create NOTA as it is today and he is concerned Oakland County wants to take control of NOTA or its assets. Jack Curtis said we need to have a resolution that the county can not take control of NOTA. Lynn Gromaski has sent the contract to the NOTA attorney as well as the municipal attorneys for their review and asking them to make sure NOTA is covered. Mike McDonald said per our Intergovernmental Agreement it requires unanimous approval of the Oakland County contract.

Motion by Ed Brakefield, seconded by Bruce Pearson, to take the Oakland County contract back to the township and village attorneys for their review. By voice vote, motion approved without opposition.

**Public Comments** - none

**Monthly Rider and Mileage Reports**

Moved by Mike Flood, seconded by Carl Cyrowski, to receive and file the reports. By voice vote the motion passed unanimously.

**Board Member Comments**

Carl Cyrowski is concerned about the timing of getting the contract approved.

Jack Curtis said he has been off for a while but is happy to be back.

Mike Flood welcomed Carl Cyrowski to the board and he is happy to be back now as well. He is also concerned with the lack of planning on their part is not an emergency on our part and we need to get this contract right.

Bruce Pearson said the county has a plan and we need to slow down and take our time to get this right. Lets take our time and they shouldn’t be calling all of the shots. Our attorney needs to approve this contract before I can ever and make sure he protects us.

Mike McDonald said every community needs to approve this contract. He appreciates the support and patience of the board working through this.

**Adjournment**

Moved by Bruce Pearson, seconded by Ed Brakefield, to adjourn the meeting at 5:20 p.m. By voice the motion passed unanimously.

*The next regular meeting is scheduled for Thursday, February 16 at 4:30 p.m. at NOTA Office, 675 Glaspie St. Oxford, MI 48371.*

*Minutes initially drafted by Lynn Gromaski*