North Oakland Transportation Authority (NOTA)

Meeting Minutes

**Thursday, March 16, 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

Carl Cyrowski Village of Lake Orion

Jack Curtis Oxford Township

Mike Flood Orion Township

Tonya Waple TTI

Lori Bourgeau Village of Oxford

Margaret Payne Oxford Township

**Absent - Excused**

Chris Barnett, Vice Chair Orion Township

Bruce Pearson Addison Township

Kim Urbanowski Orion Township

Ann Keltcsh At Large – MORC

**Others Present:**

Lynn Gromaski NOTA Executive Director

Lilian Flood

**Respects to the Flag**

The Pledge of Allegiance was given.

**Agenda Approval**

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

**Minutes Approval**

**Moved by** Margaret Payne, seconded by Ed Brakefield, to approve the minutes of the February 16, 2023 meeting as presented. By voice vote the motion passed unanimously.

**Director’s Report**

**Moved by** Margaret Payne, 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** Margaret Payne, 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 February was presented.

**Moved by** Ed Brakefield, seconded by Margaret Payne, to approve the bills of $24,915.45 as presented. By roll call vote the motion passed unanimously.

**Old Business**

None

**New Business**

**Oakland County Public Transit Millage –** Lynn Gromaski has sent out an invoice to Oakland County for $2,847,505 which includes our parking lot expansion of $650,000. Lynn is also getting insurance quotes from MMRMA to meet the county’s insurance requirements.

**Vehicle Purchase** – A vehicle from Mobility Works is available from another contract that wasn’t exercised. Oakland County said to purchase the vehicle now and they will do a budget adjustment to reimburse NOTA for the $78,745. Moved by Ed Brakefield, seconded by Margaret Payne to approve the purchase of the Ford Transit 350 for $78,745. By roll call vote the motion passed unanimously.

**Trolley Contract** – The trolley contract was presented between NOTA and the DDAs. The DDA of Oxford owns the trolley but contracts with NOTA to provide the insurance, drivers and maintenance. The NOTA attorney has reviewed and approved the contract. Moved by Margaret Payne, seconded by Ed Brakefield to authorize the NOTA Director to enter into the Trolley agreement on behalf of NOTA. By roll call vote the motion passed unanimously.

**Public Comments** - none

**Monthly Rider and Mileage Reports**

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

**Board Member Comments**

Carl Cyrowski suggested adding a trolley stop at Elizabeth and Broadway where there is parking available. Lynn Gromaski stated that the DDA’s give NOTA the route and stops to make.

Margaret Payne suggested after parking lot is expanded to have employees park in the back of the lot to make more room for guests.

Mike Flood said he has the MTA meeting in April but should be back in time for next month’s meeting.

**Adjournment**

Moved by Margaret Payne, seconded by Ed Brakefield, to adjourn the meeting at 5:09 p.m. By voice the motion passed unanimously.

*The next regular meeting is scheduled for Thursday, May 18 at 4:30 p.m. at NOTA Office, 675 Glaspie St. Oxford, MI 48371.*

*Minutes initially drafted by Lynn Gromaski*