North Oakland Transportation Authority (NOTA)

Meeting Minutes

**Thursday, October 19, 2023**

**4:30 p.m.**

**Oxford Township Hall**

**300 Dunlap, 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

Mike Flood Orion Township

Ann Keltcsh – left 5:40 p.m. At Large – Easterseals MORC

Joe Madore Village of Oxford

Jack Curtis Oxford Township

Bruce Pearson Addison Township

Margaret Payne Oxford Township

**Absent - Excused**

Chris Barnett, Vice Chair Orion Township

Tonya Waple TTI

**Others Present:**

Lynn Gromaski NOTA Executive Director

Eli Cooper Oakland County Transit Manager

Don DeVito PYP Ventures

Eli Sevigny PYP Ventures

**Respects to the Flag**

The Pledge of Allegiance was given.

**Agenda Approval**

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

**Minutes Approval**

**Moved by** Mike Flood, seconded by Carl Cyrowski, to approve the minutes of the September 21, 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 vote 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**

September bills were presented for payment totaling $296,872.70.

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

**Old Business**

None

**New Business**

**PYP Ventures Storage Container Request/Violation Letter**

Discussion about the pallets and other debris that PYP Ventures have outside which caused the Village of Oxford ordinance officer to write a letter to PYP to have it cleaned up. The letter asked for the majority of the pallets removed from the site and loose debris cleaned up by October 11, 2023. Eli Sevigny and Don DeVito from PYP Ventures, NOTA’s tenants explained that they will clean up the area after the parking lot is completed and they can have a dumpster rented. They asked the board to be able to place two 40 foot storage containers side by side along with a concrete slap in front for their hi-lo access to the storage containers.

Motion by Bruce Pearson, seconded by Margaret Payne, to not allow PYP Ventures to use shipping containers for outdoor storage, to have PYP Ventures clean up the pallets and debris with a limit of 50 pallets which are to be stacked neatly in a location that the NOTA manager decides. The NOTA manager will charge an extra amount to PYP Ventures for storage use of outdoor space and for wear and tear due to forklift. By roll call vote, motion passed unanimously.

**Oakland County Contracts 2023 and 2024**

Eli Cooper, Transit Manager for Oakland County met with the NOTA board for the first time and introduced himself and the transit program. Mike McDonald said he is concerned with Oakland County’s expectations in what NOTA can deliver. Ed Brakefield and Bruce Pearson said they are concerned that the NOTA director is approaching other communities about expansion without the county being involved in the meetings. Mr. Cooper said communication is very important and there are 62 communities in Oakland County and none of them are the same. Oakland County is trying to balance service parameters for the specialized population with the general population. Oakland County is working with NOTA to create a program of service that NOTA feels that they could deliver and the process is malleable.

The general population service would have the same service model but it would have a lower priority and service would be available only after the specialized population (senior, disabled, low income, veteran) needs are met and there is still excess capacity.

Margaret Payne said she would wish that SMART would provide line haul service to our area. Mr. Cooper said that NOTA will be the primary service provider in this area for the foreseeable future but there is a mobility study going on that members could voice concerns in.

Mike McDonald is concerned that SMART will not be held to the same standard as NOTA with regards to signage for Oakland County on the vehicles. Mr. Cooper said that all of the providers will be held to the same standards. He also stated that Oakland County is happy to be a part of all communication moving forward with other communities and with any issue that NOTA needs.

Lynn Gromaski presented the 2023 Contract Amendment with Oakland County.

Moved by Margaret Payne, seconded by Ed Brakefield, to approve the 2023 Amendment of Interlocal Contract with Oakland County and to authorize Lynn Gromaski to sign on behalf of NOTA. By Roll Call vote, motion passed unanimously. (Ann Keltcsh left prior to vote at 5:40)

Lynn Gromaski presented the 2024 Oakland County Contract which includes a new discounted fare population to include a change of senior from 60 to 55 and to include veterans. Cost for specialized population to be $2/ride plus $1.25/mile outside boundary. General population is expected to be about 10% increase and the cost per ride will be $4/ride plus $2.50/mile outside boundary. The details of getting across the county are still a work in process.

Moved by Bruce Pearson, seconded by Ed Brakefield, to approve the 2024 Budget and Contract and authorize Lynn Gromaski to enter into them as presented. By Roll Call vote, motion passed unanimously.

**Snow Plow Policy**

Moved by Ed Brakefield, seconded by Margaret Payne, to approve the NOTA Snow Plow Policy as presented. By voice vote the motion passed unanimously.

Parking lot update was discussed.

**Public Comments** - none

**Monthly Rider and Mileage Reports**

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

**Board Member Comments**

Bruce Pearson talked about the homeless people camping at Addison Oaks that wanted NOTA to provide transportation. The same people requested to register to vote using the campground address and they also stole a vehicle and broke into local resident’s homes. There is a meeting in Addison next week with Oakland County park officials to discuss the issue.

Joe Madore filled in for Lori Bourgeau because her mother is ill.

Margaret Payne wanted to be clear that if a fixed route is coming in our area, NOTA should have SMART handle fixed routes.

**Adjournment**

Moved by Ed Brakefield, seconded by Mike Flood, to adjourn the meeting at 6:10 p.m. By voice the motion passed unanimously.

*The next regular meeting is scheduled for Thursday, November 16 at 4:30 p.m. at NOTA Offices*

*Minutes initially drafted by Lynn Gromaski*