North Oakland Transportation Authority (NOTA)

Meeting Minutes

**Thursday, September 21, 2023**

**4:30 p.m.**

**Oxford Township Hall**

**300 Dunlap, Oxford, MI**

The meeting was called to order by Chair Mike McDonald at 4:40 p.m.

**Roll Call**

**Present** Representing

Mike McDonald, Chair Village of Leonard

Ed Brakefield Addison Township

Ken VanPortfliet Village of Lake Orion

Mike Flood Orion Township

Tonya Waple TTI

Lori Bourgeau, arrived at 4:55 Village of Oxford

Jack Curtis Oxford Township

Bruce Pearson Addison Township

Margaret Payne Oxford Township

**Absent - Excused**

Ann Keltcsh At Large –Easterseals MORC

Chris Barnett, Vice Chair Orion Township

**Others Present:**

Lynn Gromaski NOTA Executive Director

**Respects to the Flag**

The Pledge of Allegiance was given.

**Agenda Approval**

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

**Minutes Approval**

**Moved by** Mike Flood, seconded by Ed Brakefield, to approve the minutes of the August 17, 2023 meeting as presented. By voice vote the motion passed unanimously.

**Director’s Report**

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

**Approval of the Bills**

July and August bills were presented for payment totaling $141,214.58.

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

**Approval of the 2023 Adjusted Budget**

Lynn Gromaski presented the adjusted budget for 2023 totaling $4,143,137. Reduction from previous budget was due to adjustments in Oakland County millage back to original contract of $2,847,605 for 2023. The purchase of vehicles will be put into the 2024 budget.

**Moved by** Margaret Payne, seconded by Bruce Pearson, to approve the 2023 Adjusted NOTA Budget in the amount of $4,143,137 as presented. By roll call vote the motion passed unanimously.

**Old Business**

None

**New Business**

**2022 Ford F250 Snow and Salt Truck Approval**

Lynn Gromaski presented the MI Deal Snow Truck for $66,610 and LaFontaine Snow Plow Truck was reduced to $65,000. This vehicle will be used to plow and salt our expanded parking lot. Discussion ensued between the two vehicles.

Moved by Ed Brakefield, seconded by Ken VanPortfliet, to approve the purchase the purchase of the LaFontaine flatbed 2022 Ford F250 with plow and salt spreader for $65,000. By roll call vote, the motion passed unanimously.

Mike McDonald asked the Director to create a use policy for the new snow plow that it can’t be taken home and must remain on NOTA property.

Next Meeting location was discussed due to the parking lot project which won’t be completed until November. Moved by Mike Flood, seconded by Margaret Payne, to move the meeting location for October 19 to the Oxford Township offices. By voice vote, the motion passed unanimously.

A discussion ensued regarding NOTA being asked by Oakland County to meet with Brandon, Independence and Springfield Townships to discuss NOTA services being available in their townships due to the Oakland County millage. NOTA did meet with them and Oakland County was not a part of those meetings. NOTA is contracted by Oakland County to provide this service but the board thinks that Oakland County needs to be a part of the process with the communities moving forward.

Moved by Bruce Pearson, seconded by Mike Flood, to have the NOTA Chairman write a letter to Oakland County requesting that Oakland County be the lead in contacting the other communities. By voice vote, the motion passed unanimously.

**Public Comments** - none

**Monthly Rider and Mileage Reports**

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

**Board Member Comments**

Mike McDonald gave kudos to the NOTA employees who are having to deal with the construction during this time.

**Adjournment**

Moved by Margaret Payne, seconded by Ken VanPortfliet, to adjourn the meeting at 5:33 p.m. By voice the motion passed unanimously.

*The next regular meeting is scheduled for Thursday, October 19 at 4:30 p.m. at Oxford Township Office, 300 Dunlap Road, Oxford, MI 48371.*

*Minutes initially drafted by Lynn Gromaski*