North Oakland Transportation Authority (NOTA)

Meeting Minutes

Truth in Budgeting Meeting

**Thursday, September 19, 2024**

**Oxford Township Offices**

**300 Dunlap, Oxford MI**

The meeting was called to order by Chair Mike McDonald at 4:35 p.m.

**Roll Call**

**Present** Representing

Mike McDonald, Chair Village of Leonard

Mike Flood Orion Township

Ed Brakefield Addison Township

Bruce Pearson Addison Township

Jack Curtis Oxford Township

Lori Bourgeau Village of Oxford

Margaret Payne Oxford Township

Amber Granger Easterseals MORC

**Absent - Excused**

Carl Cyrowski Village of Lake Orion

Tanya Waple TTI

Chris Barnett, Vice Chair Orion Township

**Others Present:**

Lynn Gromaski NOTA Executive Director

Mike Joslyn NOTA Operations Manager

**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** Ed Brakefield, seconded by Mike Flood, to approve the minutes of the August 15, 2024 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

**Open Public Hearing at 4:47**

Moved by Margaret Payne, seconded by Lori to open the public hearing for Truth in Budgeting. By Roll Call vote the motion passed unanimously.

Comments – No Comments

**Close Public Hearing at 4:48**

Moved by Margaret Payne, seconded by Ed Brakefield to close the public hearing for Truth in Budgeting. By voice vote the motion passed unanimously.

**Approval of the 2025 NOTA Tax Rate Assessment**

Lynn Gromaski said that the 2025 budget assumed a 0.00 mils from the NOTA millage due to the Oakland County Transit millage. Moved by Mike Flood, seconded by Margaret Payne, to approve levying 0.00 mils on the NOTA millage. By voice vote the motion passed unanimously.

**Approval of the 2025 Budget**

Lynn Gromaski reviewed the budget explaining the reason for the increase of $3,054,748 is due to the building renovation of $1,908,115**,** 3% wage raise, 25% increase in driver hours, some position adjustments, new sick time for all employees which is expected new ruling and operating 61 vehicles. The millage request from Oakland County is $7,931,279 which has been given to Oakland County but it has not been approved yet. Oakland County said this is the first year all 5 providers have exceeded the budget of the entire millage so there most likely will be adjustments necessary from the providers. Moved by Mike Flood, seconded by Margaret Payne, to approve the 2025 Budget in the amount of $11,096,205. By Roll Call vote the motion passed unanimously.

**Architect Estimate of Building Renovation**

Lynn Gromaski presented the estimate of the cost of the building renovation received from AKA Architects in the amount of $1,908,115. There was a discussion if Oakland County could potentially take the NOTA building from us if they are paying for the renovations. The board asked the Director to ask our attorney for an opinion. There was also a discussion how to fund the building renovations if the county doesn’t approve it. Lynn Gromaski said she was pursuing State Service Initiative Grant funding since NOTA would not be eligible to receive Federal dollars because the building was purchased with local funds. Moved by Margaret Payne, seconded by Ed Brakefield, to approve the building renovation costs in the amount of $1,908,115. By Roll Call vote the motion passed unanimously.

**Monthly Financial Packet**

The monthly financial statements were presented. **Moved by** Mike Flood, seconded by Ed Brakefield, to receive and file the Director’s report.

By voice vote the motion passed unanimously.

**Approval of the Bills**

August 2024 bills were presented for payment totaling $116,986.60.

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

**Old Business** - None

**New Business**

**MORC Easterseals Board Member replacement from Ann Keltcsh to Amber Granger**

The board welcomed Amber to the board and introduced themselves and thanked Ann for her service.

**New Positions Full Time Lead Trainer Position – Ray Hammond at $28/hr salaried and 2 fulltime Operations and Driver Support replacing the 10 Lead Driver positions at $25/hr.**

Lynn Gromaski explained that they have hired a current driver Ray Hammond to transition into being a fulltime Lead Trainer. This position could adjust as we grow and develop. He has a great background in process and procedures from Ford, GM and Formica. We welcome him to the admin team to help us develop a training program for our 90 + drivers along with continued education and drive along assessments for all drivers.

Lynn Gromaski explained that they are transitioning from the 10 Lead Drivers who had full driving schedules to 2 FT Operations and Support Drivers to be points of contact for drivers and assist operations.

Moved by Ed Brakefield, seconded by Margaret Payne, to approve the 3 new positions presented effective September 19, 2024. By Roll Call vote motion passed unanimously.

**Motion to go into Closed Session at 5:27 was made by Mike Flood, seconded by Bruce Pearson. By Roll Call vote motion passed unanimously.**

**Motion to go into Open Session at 5:45 was made by Mike Flood, seconded by Bruce Pearson. By Roll Call vote motion passed unanimously.**

**Public Comments - none**

**Monthly Rider and Mileage Reports**

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

**Board Member Comments**

Mike Flood gave congratulations to Lori Bourgeau and Margaret Payne for their service.

Ed Brakefield said it was a very productive meeting.

Amber Granger said thank you for the warm welcome from the board.

Lori Bourgeau reminded the communities to inform their new trustees on where and when the NOTA board meeting is.

**Adjournment**

Moved by Mike Flood, seconded by Ed Brakefield, to adjourn the meeting at 5:56 p.m. By voice the motion passed unanimously.

*The next regular meeting is scheduled for Thursday, October 17 at 4:30 p.m. at Oxford Township Offices, 300 Dunlap, Oxford*

*Minutes initially drafted by Lynn Gromaski*