

Approved - Harsens Island Transportation Authority Meeting Minutes

Meeting held December 12, 2021 at Browns Field

Meeting called to order at 4:00PM by Skip Tornow

Roll Call – Harold Bain – Present
Margie Baldwin – Present
Gary Beaulac – Absent - excused
Dennis Szymanski – Present
Wayne (Skip) Tornow – Present

Approval of Minutes from September 21, 2021 - Motion by Szymanski to approve, seconded by Bain.. Motion passed 4-0

Treasurer's Report – Baldwin presented the latest Treasurer's report thru November 30. We have a balance of \$473.26 in our account at Huntington Bank. Copy of the Treasurer's report is attached to the minutes.

Website update – Tornow reported that we have 250+/- individuals who have signed up for e-mail updates. Communications seem to effectively be getting out. Tornow solicited the audience to submit comments/suggestions on the website.

Proposed 2022 Budget – Reviewed the proposed budget prepared by Beaulac. Motion by Baldwin to approve. 2nd by Bain. Approved 4-0. Proposed budget will be posted on the website.

MSP – Ferry Rate Increase- Tornow reported that he had submitted a FOIA (Freedom of Information Act) request to MSP to provide the data referenced in MSP's approval letter to Champion. Specifically he requested which other ferry companies were used for comparative purposes and what those rates were. The initial time period for a response was extended by MSP. A response was promised by 12-13-21. The response will be posted on the website when it is received.

Administrative Assistance – Baldwin presented the job description for an administrative assistant. This would be a part time position without benefits paying \$20/hour.. Estimate is for 1-10 hours/month. Motion was made by Tornow to approve the description , 2nd by Szymanski. Motion passed 4-0. The job description will be posted on the web page. Interested parties should submit a resume to the committee.

Grant Writer – Discussion was held regarding the need for a grant writer. A knowledgeable person would be able to research what funding is available and submit applications to receive those monies. HITA has several resumes in hand. Tornow and Baldwin will interview candidates and report out at the next meeting.

Liability Insurance – Discussed the need for the committee to have insurance. Baldwin stated the cost of this insurance is \$4200/year. The purpose of the insurance is to protect the committee from lawsuits. Motion made by Baldwin to purchase this insurance once the funding is in place. 2nd by Tornow. Motion passed 4-0.

Attorney – Discussion held on the need for an attorney's services. These needs include updating HITA's bylaws, representing HITA in meetings with state and county officials, and pursuing legislative changes to Act 4807. We have 1 candidate thus far and are pursuing additional candidates. A public meeting will be held with the candidate to answer questions.

2022 Meeting Dates – Decision made to schedule 2022 meetings for the following dates. Feb 12, April 9, June 11, August 13, October 8, and December 10. These will take place immediately following the HISCFA meetings. These dates will be posted in the calendar section of the website. Special meetings will be called if deemed necessary.

Public Comments – The following comments are a compilation of those made by those in attendance.

- What can we do in order to get more support from Clay Twp?
 - Attend meetings, both Trustee and Planning commission.
- In addition to Harsens Island the outlying islands also need representation regarding their needs.
- Do we know how many vehicles/day cross on the ferry?
 - Tornow will submit an additional FOIA requesting all information presented by Champion for their rate increase.
- Can we utilize Bridge Company resources?
 - Short answer is yes.
- Question raised as to the statistical validity of the survey from a year ago.
 - Name of the company utilized for the mailing list for the survey invite will be provided. Survey was conducted via Survey Monkey.

Motion made by Baldwin to adjourn the meeting, second by Bain. Motion passed 4-0. Meeting adjourned at 5:15 PM