



WOTA – WESTERN OAKLAND TRANSPORTATION AUTHORITY

205 W. LIVINGSTON RD., HIGHLAND, MI 48357

MEETING MINUTES SPECIAL BOARD MEETING: WOTA Conference Room, 205 W. Livingston Rd, Highland,
August 17, 2021 at 8:00 am

This meeting requires action from each communities' board representative and applicable community board/council.

AGENDA	PRESENTER	ACTION
1. Call to Order	8:09am KV	
2. Pledge of Allegiance		
3. Roll: GW, KP, RH, KV, AM, CP, RH (Late) & Jennifer Frederick, absent: RK a. Also: Art Frasca, Mark Koerner, Liz Cantu, Amy Grzymkowski, Alison Swanson		
4. Approval of Agenda	AM Motion, GW support, Yay: All	
5. Approval of Consent Agenda a. July 21, 2021 Regular Board Meeting Minutes b. List of July Expenses c. July Bank Statement Reconciliation	GW Motion, KP support, Yay: All	
6. Public Comment		
7. Director Report (<i>Stats will be provided at the September Regular Meeting</i>) AM gave congrats to WOTA for all it has done through these trying times and the fact it moved forward and gained Authority status.		
8. Old Business a. SMART Municipal and Community contracts DUE: communities must E-sign & return to Madonna ASAP. <i>Walled Lake is the only one pending. Chelsea to send off.</i> b. Establishment of WOTA Authority; posted in Oakland Press 7-5-2021; received back from County, not from MDOT or SoS yet. <i>No response if expected, per board.</i> c. Pre-order Ford vans at 2018 rates NLT Sept. 15, 2021, no pay until delivered: estimate January 2023; attached are the order form and intent to purchase letter-Mark reviewing. <i>To carry over to next meeting.</i> d. Verify parking of new vehicles: i. 3 – Head Driver homes ii. 2-3 Walled Lake (City DPW) <i>Chelsea to verify</i> iii. 5 – Waterford (Township DPW) <i>Gary to verify</i> iv. 4-5 – Highland (Annex) <i>No change</i> v. 3 – White Lake (Municipal Lot) (<i>Confirmed with Rik</i>)		
9. New Business a. Approve revised Drug & Alcohol Policy; template from MDOT matches FTA/DOT checklist; more extensive than SMART policy. GW Motion, AM support, Yays: CP, KP, AM, GW, RH; Nays: -0- b. Need to switch Drug & Alcohol test processor and testing facilities. Suggest Integrity Testing, NOTA uses, more expensive, see enclosed anticipated annual costs list. AM Motion, GW support, Yays: CP, KP, AM, GW, RH; Nays: -0-		
10. Budget: 2022 Proposed Budget; <i>revise to reduce personnel raises to 2% from 4%.</i>		

11. Board Member Commentary/Discussion

12. Next Meeting Date

- a. Next scheduled meeting is **9am, Sept. 15, 2021 at Waterford Township, 5200 Civic Center Drive.**
- b. We will continue with the following items:
 - i. Purchased vehicle update
 - ii. By-Laws for Ride with Pride (Mark)
 - iii. Capitalization policy resolution
 - iv. On-board camera proposals
 - v. Using WOTA vehicles for community events and others

13. Adjournment

GW motion, KP support. 9:38am