



WOTA – WESTERN OAKLAND TRANSPORTATION AUTHORITY

250 W. LIVINGSTON RD., HIGHLAND, MI 48357

MINUTES BOARD MEETING – March 19, 2024, at 9:00 am – Highland Township Town Hall 205 N. John,
Highland

AGENDA

PRESENTER

ACTION

1. Call to Order - *RHamill at 9:00 am*
2. Pledge of Allegiance
3. Roll – *Present: RHamill, Rkowall, GWall, EAsdell, KPlafchan*
 - a. *Absent: LDWhitt*
4. Approval of Agenda
 - a. *“Motion to approve the agenda as presented” by RKowall, seconded by EAsdell, Vote: All in favor*
5. Approval of Consent Agenda - *“Motion to approve consent agenda as presented” by RKowall, seconded by KPlafchan, Vote: All in favor*
 - a. February Board Meetings Minutes
 - b. February Bank Statements
 - c. February P&L Budget vs Actuals and Balance Sheet
 - d. OC quarterly report of all transit agencies (Oct-Dec 2023)
6. Public Comment (Agenda items) *none*
7. Director Report:
 - i. *Director reported on the value of the millage to the communities including the total collected by each community for 2023 and 2024 and how much is being brought back to the communities.*
 - ii. *The report also covered the increased road performance of 90-94% on-time percentages.*
 - iii. *The Director provided a copy of a rider letter for review.*
 - iv. *Discussed the new fixed route along M-59 and asked to be included in future meetings with SMART.*
 - v. *With the new hours, WOTA is updating their guidelines to allow riders to ride twice a day when possible. First ride is always the priority.*
 - vi. *WOTA will pilot in White Lake on Sundays starting in July and open to other communities come the fall.*
 - vii. *WOTA is appreciative of the Alternate Dispatch location provided by Village of Holly DPW.*
 - viii. *Provided updates on outstanding SMART funding and status of the Novi RFP.*
- b. Legal Update – *MKoerner. Working with WOTA on operational policies. No further updates.*
- c. HR/Marketing Update – *AGrzymkowski*
 - i. *HR: WOTA hired a new PT dispatcher and 2 employees have retired. The Paylocity changeover is going well, running first payroll this week.*
 - ii. *Marketing: WOTA is continuing to work within the communities. Attending and sponsoring events like the HVS Senior Luncheon, speaking with Vets Group in Holly and Church of Holy Spirit in Highland. WOTA will sponsor the upcoming Highland Community Prayer Breakfast.*

- d. Financial Update – AGrzymkowski & KJohns-Littleton
 - i. *Audit: WOTA is continuing to work through the Audit with Maner. We are going to be looking at some new financial policies at the next Board Meeting.*
 - ii. *WOTA sent out invoices to Oakland County for quarterly payment and reimbursement for vehicles.*
 - e. Operations/Maintenance Update – Mike Timson
 - i. *Recalls on new Ford Transits – currently on the road but we must monitor them. The fix is not available yet.*
 - ii. *Seeking direction on hiring a mechanic/tech assistant.*
 - 1. *“Motion to approve the search for a mechanic/tech assistant.” By RHamill, seconded by GWall, Vote: All in favor.*
 - iii. *Asked for directions on vehicle 8851 disposal. See Motion below.*
 - iv. *Updated on OC Transit graphics on vehicles.*
8. New Business
- a. *Received transit and cutaway through SMART to replace 2 of the 3 diesels towed in 2023.*
 - b. *KViener was appointed to the OC Transit Steering Committee to select/oversee consulting firm to evaluate/plan OC transit.*
 - c. *Budget for expanded fiber service*
 - i. *“Motion to approve the update of Castle Crown fiber service contract to 500 mb for 12-month term for \$790 per month” by RHamill, seconded by RKowall. Vote: All in favor.*
 - d. *Acknowledgement of L. Dennis Whitt appointed as CWL’s representative on WOTA Board*
 - i. *“Motion to accept the Resolution from the City of Walled Lake to appoint L. Dennis Whitt to the WOTA Board” by RKowall seconded by GWall. Vote: All in favor*
9. Old Business
- a. *New Board Member: George Kullis, Holly Township.*
 - i. *WOTA received approvals from Groveland Township, Holly Township and the Village of Holly. Rose Township did not support this appointment.*
 - ii. *“Motion to select George Kullis to represent Holly Township, Rose Township, Groveland Township, and the Village of Holly on the WOTA Board” by RHamill, seconded by GWall. Vote: All in favor.*
 - b. *Vehicle 8851 Disposal*
 - i. *“Motion to keep vehicle 8851 for parts for other WOTA vehicles” by RHamill and seconded by RKowall. Vote: All in favor.*
 - c. *WOTA Conflict of Interest Policy: pending CWL & Holly*
 - i. *Holly completed the Conflict-of-Interest Policy*
10. Public Comment (non-Agenda items)
- a. *Jacqueline Elliot from Rep. Haley Stevens’ Office. Introduced herself and will continue to be a part of our Board Meetings to update the Congresswoman and provide updates to the Board on behalf of the Congresswoman.*
11. Board Member Commentary/Discussion
- a. *RHamill: President Hamill expressed his concern regarding City of Walled Lake. He highlighted the genesis of the relationship with CWL including the fact that WOTA partners subsidized the program for CWL. President Hamill indicated that Mr. Schrader (past representative for CWL on the Board) felt the board did not operate in a legal format, making unfounded accusations at CWL Board Meetings, maligning the team all while not fulfilling his Board duties, missing meetings on a regular basis. He expressed his desire to work with Mr. Whitt but would not appreciate it if this behavior continued, to include Mr. Whitt not being at this meeting. He was complimentary of the service WOTA provides and the team that serves.*
 - b. *GKullis: Mr. Kullis expressed his appreciation to be on the Board and believes WOTA should be leading in the transit community.*
12. Next Meeting Date
- a. *Change April Board Meeting Date.*

- i. *Moving Meeting to April 9th at 9:00 am to accommodate the training obligation of WOTA management staff.*

Adjournment 10:20am by RHamill.