

The special meeting of the Joint Administrative Board made up of the members of the St. Louis Ithaca Pine River Transit Authority (SLIPR) and a member which was appointed by the Alma City Commission was called to order by Kurt Giles on Wednesday, March 24, 2021 at 10:35 a.m. at the St. Louis City Hall Council Chambers.

Members Present: Kurt Giles – City of St. Louis, Kevin Beeson – Pine River Township, Jamey Conn – City of Ithaca, Audra Stahl – Alma City Commissioner

Members Absent: None

Others in Attendance: Bobbie Marr – Treasurer SLIPR, Brett Baublitz – Alma Transit, Jennifer Cook – Commission on Aging

Appoint Acting Chair and Recording Secretary of Joint Administrative Board.

Kurt Giles asked for the appointment of Acting Chair and Recording Secretary.

Moved by Beeson, supported by Conn, to appoint Kurt Giles as Acting Chair and Bobbie Marr, as Recording Secretary.

Ayes: Beeson, Conn, Stahl, Giles

Nays: None

Motion carried.

Appointment of at-large member to the Joint Administrative Board.

Acting Chair Giles asked for the appointment of an at-large member.

Moved by Conn, supported by Beeson, to appoint Jennifer Cook as at-large member.

Ayes: Conn, Beeson, Stahl, Giles

Nays: None

Motion carried.

Adopt Joint Administrative Board Resolution 2021-01 on the establishment of By-Laws.

Acting Chair Giles requested adopting of Resolution 2021-01 on the establishment of By-Laws.

The following preamble and resolution were offered by Member Beeson and supported by Member Conn:

WHEREAS, the City Councils of the Cities of St. Louis and Ithaca, and the Township Board of the Township of Pine River, all within the County of Gratiot, Michigan, have incorporated the St. Louis Ithaca Pine River Transit Authority (SLIPR) pursuant to the provisions of Act 196, Public Acts of Michigan, 1986, as amended; and

WHEREAS, effective March 11th, 2021, the City of Alma, County of Gratiot, Michigan (Alma), a Michigan home rule city, as of April 1st, 2021, and SLIPR have entered into an Interlocal Agreement pursuant to the provisions of the Urban Cooperation Act, PA 7 of 1967, Extra Session, as amended (Act 7); and

WHEREAS, the Interlocal Agreement sets forth the terms and conditions under which Alma shall provide transit services to SLIPR, provides for the establishment of the Joint Administrative Board and allows the Board to adopt bylaws.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The following shall be the Bylaws of the Board:

A. Regular meetings of the Board shall be held quarterly within the territory of Alma or SLIPR, which said meetings may be adjourned by action of the Board from time to time a definitely fixed place, date and time.

B. Special meetings of the Board shall be called by the Chairperson of the Board or by any two (2) members of the Board.

Written notice of special meetings of the Board shall be either (a) served personally on each member of the Board or left at his or her usual place of employment or residence not less than twenty-four (24) hours prior to the time of the special meeting; (b) given personally by telephonic communication to each member of the Board not less than eighteen (18) hours prior to the time of the special meeting; or (c) given by first class mail to each member of the Board not less than seventy-two (72) hours prior to the time of the special meeting. In the event of notice of a special meeting by telephonic communication with each member of the Board, an affidavit shall be filed by the person giving notice of said special meeting to a Board Member by telephonic communication that notice was given to the Board Member by such means.

Public notice of all regular, special or rescheduled regular meetings of the Board shall be given pursuant to the applicable provisions of the Open Meetings Act, Act 267, Public Acts of Michigan, 1976, as amended (the "Open Meetings Act").

Any meeting at which all members of the Board are present shall be a legal meeting for the conduct of business, notwithstanding the fact that it was not called in the manner

set forth above and notwithstanding the fact that notice of the meeting was not given in the manner set forth above, provided, that notice of such meeting of the Board was given in accordance with the provisions of the Open Meetings Act.

Any action of the Board taken without notice to a Member as hereinabove required shall be valid if such Member not so notified at anytime before or after the action is taken submits a signed waiver of notice, and, if signed after the action was taken, also ratifies the action so taken.

C. A majority of the qualified membership of the Board shall constitute a quorum and all proceedings of the Board shall require for favorable action a vote of three or more members of the Board.

D. The Board shall act by resolution or motion and shall keep a journal of its proceedings, which shall be signed by the Secretary. Said journal shall show how each member voted and each member shall vote upon all motions and resolutions unless he/she is disqualified from voting thereon by reason of any direct or indirect personal interest as defined by the State of Michigan Conflict of Interest Laws.

E. The Board annually shall elect one of its Members as Chairperson and one of its Members as Secretary. The officers so elected shall serve a term of one (1) year or any part thereof as may be determined, and until a successor is designated. No term of office created under this section shall extend beyond the term of the Member designated.

F. The Board shall consist of five members including one which is appointed by Alma, three that are members of the SLIPR Board, and one at-large member appointed by the four first-mentioned Board members.

G. The appointed, at-large member shall serve a term of two years after which they may be reappointed for subsequent 2-year term(s) or replaced at the discretion of the four other Board members.

H. A recording secretary may be appointed that need not be a member of the Board.

I. In case of the temporary absence or disability of any officer, the Board may appoint some other member of the Board to act temporarily in his or her stead, except that in the case of the temporary absence or disability of the Chairperson, the Secretary of the Board shall act as Chairperson.

J. The Board by resolution may establish advisory committees for the purpose of assisting the Board in the discharge of its duties. The resolution establishing an advisory committee shall state the names of the committee members, their terms of office and the committee's function.

2. These Bylaws shall take immediate effect.

3. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution be and the same hereby are rescinded.

Ayes: Beeson, Cook, Conn, Stahl, Giles

Nays: None

Resolution declared adopted.

Appointment of Joint Administrative Board Chair and Secretary or Acting Secretary.

Acting Chair Giles asked for an official appointment of Board Chair, Secretary and Recording Secretary.

Moved by Beeson, supported by Conn, to appoint Kurt Giles as Board Chair, Audra Stahl as Board Secretary and Bobbie Marr as Recording Secretary.

Ayes: Beeson, Conn, Cook, Stahl, Giles

Nays: None

Motion carried.

Other Business.

Chair Giles will update and distribute rules of order for meetings to be ratified at the next meeting.

The Joint Administrative Board will meet at the same time as the next St. Louis Ithaca Pine River Transit Authority Board Meeting on Wednesday, April 14, 2021, at 2:00pm at St. Louis City Hall Council Chambers. Intend to ratify budget to recommend to Alma City Council.

Discussion was held to always have the two boards meet jointly and to document the meeting combined for practical purposes.

Brett Baublitz discussed plans for “soft opening” beginning July 1 for limited service in all areas to assist in getting transit staff trained on the roads. Then would work towards ramping up for school services at the start of school and finally put full services in place October 1 to the entire district.

Public Comments.

None.

Adjournment.

Moved by Beeson, supported by Stahl, to adjourn at 11:20 a.m. All ayes carried the motion.

Bobbie Marr, SLIPR Recording Secretary