

**Clinton Area Transit System**  
**Board of Directors Meeting**  
**MINUTES**

**In-Person ONLY**

**Date:** Thursday, February 22, 2024 – 6:00 p.m.

**Location:** Clinton Transit Administration Building – Northwest Entrance  
215 N. Scott Rd., St. Johns, MI 48879

- I. Call to Order – **6:00 p.m. by Board Vice Chairperson**
- II. Pledge
- III. Roll Call

**Board Member Attendance**

| <b>Name</b>                          | <b>Attendance</b> |
|--------------------------------------|-------------------|
| Gail Watkins –<br>Chairperson        | Absent            |
| Jack Phillips –<br>Vice Chairperson  | Present           |
| Dan Skorich –<br>Secretary/Treasurer | Present           |
| Zach Rudat –<br>Board Member         | Present           |
| Josephine Smith –<br>Board Member    | Present           |
| Deb Shaughnessy –<br>Board Member    | Present           |
| Patrick McPharlin –<br>Board Member  | Present           |

**Others Present:**

- 1. MaLissa Schutt – *Clinton Area Transit System Executive Director*
- 2. Ty Piontek – *Clinton Area Transit System Operations Manager*
- 3. Barbie Heibeck – *Clinton Area Transit System Finance Manager*
- 4. Fran Beres – *Clinton Area Transit System Executive Office Assistant*
- 5. Jim Koenig, – *Tri-County Regional Planning Commission Senior Transportation Planning Manager*

**Clinton Area Transit System**  
**Board of Directors Meeting**  
**MINUTES**

- IV. Public Comment (Limited to 3 minutes) – **None**
- V. Review/Approval of Agenda  
➤ **Motion by Deb Shaughnessy, Support by Josephine Smith to approve the February 22, 2024, Agenda as presented. – Yes all – Motion carried.**
- VI. Approval of January 25, 2024 Meeting Minutes.  
➤ **Motion by Patrick McPharlin, Support by Zachary Rudat to approve the January 25, 2024, Meeting Minutes as presented. – Yes all – Motion carried.**
- VII. Financial Statements for January 2024 – Finance Manager  
➤ **Motion by Deb Shaughnessy, Support by Dan Skorich to receive and place on file the Financial Statements for January 2024 as presented - Yes all – Motion carried.**
- VIII. Approval of January 2024 Payables – Finance Manager  
Accounts Payable - \$ 170,180.93  
Payroll - \$ 97,103.39  
➤ **Motion by Zachary Rudat, Support by Patrick McPharlin to approve payables and payroll for January 2024 as presented – Yes all – Motion carried.**
- IX. **Reports** – Board Chairperson, Executive Director and Operations Manager
- X. **Informational Items** – **None**
- XI. **Old Business** - **None**

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**XII. New Business –**

A. Proposed Motion: That the Clinton Area Transit System Board of Directors approve the Resolution Submitting Millage Reproposal, as presented.

- **Motion by Dan Skorich, Support by Zachary Rudat to approve the Resolution Submitting Millage Reproposal, as amended, to include the following addition, pending legal counsel review of said addition: “...and providing transportation services to all individuals within the Clinton Area Transit System limits, including seniors, persons with disabilities, and veterans.”**

**Roll Call Vote:**

|                          |            |
|--------------------------|------------|
| <b>Dan Skorich</b>       | <b>Yes</b> |
| <b>Josephine Smith</b>   | <b>Yes</b> |
| <b>Zachary Rudat</b>     | <b>Yes</b> |
| <b>Deb Shaughnessy</b>   | <b>Yes</b> |
| <b>Patrick McPharlin</b> | <b>Yes</b> |
| <b>Jack Phillips</b>     | <b>Yes</b> |

- **Yes – All Present – Motion carried.**

**XIII. County Commissioner Liaison – None**

**XIV. Board Member Comments – None**

**XV. Adjournment – 7:00 p.m.**

- **Motion by Deb Shaughnessy, Support by Zachary Rudat to adjourn – Yes all – Motion carried.**

**Next Meeting Dates:            Thursday, March 28, 2024 @ 6:00 p.m.**  
**Thursday, April 25, 2024 @ 6:00 p.m.**