Clinton Area Transit System
Board of Directors Meeting
MINUTES

Date: Thursday, July 23, 2026 – 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 Chairperson**

II. Pledge

III. Roll Call

Board Member Attendance

Name	Attendance
Gail Watkins – Chairperson	Present
Jack Phillips – Vice-Chairperson	Present
Dan Skorich – Secretary/Treasurer	Present
Josephine Smith – Board Member	Present

Name	Attendance
Deb Shaughnessy – Board Member	Present
Patrick McPharlin – Board Member	Present
Jessica Tramontana – Board Member	Present
Brian Hurtekant – Ex-Officio Board Member	Absent

Others Present:

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

IV. Public Comment (Limited to 3 minutes) – **None**

V. Review/Approval of Agenda

- **Motion by Jessica Tramontana, Support by Deb Shaughnessy to approve the July 23, 2026, Board Meeting Agenda as presented – Yes all – Motion carried.**

VI. Approval of June 25, 2026, Meeting Minutes

- **Motion by Jessica Tramnotana, Support by Jack Phillips to approve the June 23, 2026, Meeting Minutes as presented – Yes all – Motion carried.**

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VII. Financial Statements for June 2026 – Finance Manager

- **Motion by Jessica Tramontana, Support by Deb Shaughnessy to receive and place on file the Financial Statements for June 2026 as presented - Yes all – Motion carried.**

VIII. Approval of June 2026 Payables – Finance Manager
Accounts Payable - $ 1,052,825.69
Payroll - $ 115,239.27 (2 Pay Days)

- **Motion by Jessica Tramontana, Support by Jack Phillips to approve the June 2026 payables and payroll as presented – Yes all – Motion carried.**

IX. Reports – Board Chairperson, Executive Director and Director of Operations

X. Discussion Items – **None**

XI. Old Business – **None**

XII. New Business
A. Proposed Motion: That the Clinton Area Transit System Board of Directors approve the Ecolane Maintenance Scheduling Software 5-year Renewal, effective July 1, 2026, through June 30, 2031.

- **Motion by Jessica Tramontana, Support by Josephine Smith that the Clinton Area Transit System Board of Directors approve the Ecolane Maintenance Scheduling Software 5-year Renewal, effective July 1, 2026, through June 30, 2031. – Yes all – Motion carried.**

XIII. Clinton County Board of Commissioners Update - **None**

XIV. Board Member Comments – **None**

XV. Adjournment **– 6:55 p.m.**

- **Motion by Jessica Tramontana, Support by Patrick McPharlin to adjourn – Yes all – Motion carried.**

Next Meeting day/dates: **Thursday, August 27, 2026 @ 6:00 p.m.**
Thursday, September 24, 2026 @ 6:00 p.m.

Clinton Transit Board Meeting Location – 215 N. Scott Road, St. Johns, MI 48879