Clinton Area Transit System
Board of Directors Meeting
MINUTES

Date: Thursday, August 27, 2026 – 6:00 p.m.

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

I. Opening Items

A. Call to Order – **6:00 p.m. by Board Chairperson**
B. Pledge of Allegiance
C. Roll Call

Board Member	Present	Absent
Gail Watkins, Board Chairperson	X	
Jack Phillips, Board Vice-Chairperson	X	
Dan Skorich, Board Secretary / Treasurer	X	
Josephine Smith, Board Member	X	
Debra Shaughnessy, Board Member	X	
Patrick McPharlin, Board Member		X
Jessica Tramontana, Board Member	X	

D. Others Present:
1. Ty Piontek – *Director of Operations, Clinton Area Transit System*
2. Matt Dethlefsen – *Finance Manager, Clinton Area Transit System*
3. Fran Evans – *Office Manager, Clinton Area Transit System*
4. Brian Hurtekant – *Ex-Officio Board Member, Clinton County Commissioners*

E. Public Comment (Limited to 3 minutes) - **None**

II. Approval Items

A. Review/Approval of Agenda

- **Motion by Jessica Tramontana, Support by Jack Phillips to approve the August 27, 2026, Board Meeting Agenda as presented – Yes all – Motion carried.**

B. Approval of July 23, 2026, Meeting Minutes

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

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III. Financial Business

A. Financial Statements for July 2026 – Finance Manager

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

B. Approval of July 2026 Payables – Finance Manager

- Accounts Payable - $ 254,484.14
- Payroll - $ 121,428.49 (2 Pay Days)

- **Motion by Jack Phillips, Support by Deb Shaughnessy to approve the July 2026 payables and payroll as presented – Yes all – Motion carried.**

IV. Reports

A. Reports

- Board Chairperson
- Executive Director
- Director of Operations

V. Business Items

A. Informational Items Business

- *Annual Employee Recognition Luncheon* - Saturday, October 24, 2026, at 11:30 a.m. – 1:00 p.m.

B. Old Business

C. New Business

- **Proposed Motion**: That the Clinton Area Transit System Board of Directors approve the FY2027 Finance Committee and Board of Directors meeting schedule, as presented.
  - **Motion by Deb Shaughnessy, Support by Jessica Tramontana that the Clinton Area Transit System Board of Directors approve the FY2027 Finance Committee and Board of Directors meeting schedule, as presented. – Yes all – Motion carried.**

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VI. Closing Items

A. Clinton County Board of Commissioners Update –

- **Clinton County updates given by Commissioner Brian Hurtekant**

B. Board Member Comments

C. Adjournment– **6:55 p.m.**

- **Motion by Dan Skorich, Support by Josephine Smith to adjourn – Yes all – Motion carried.**

Upcoming Meetings

Board

- ✓ Thursday, September 24, 2026 at 6:00 p.m.
- ✓ Thursday, October22, 2026 at 6:00 p.m.

Finance Committee

- ✓ Tuesday, September 15, 2026, at 4:00 p.m.
- ✓ Tuesday, October 20, 2026, at 4:00 p.m.