REGULAR MEETING OF THE BOARD OF DIRECTORS

Monday, August 17, 2026 @ 5:30 PM

14150 US 31, Beulah, MI 49617

MINUTES APPROVED AS PRESENTED SEPTEMBER 15, 2026

1. Call to Order by Chair Feeheley @ 5:30 PM
2. Roll Call
    a. Board Members: Present: Feeheley, Fleetwood, Griner, Halliday, O'Malley, Russell, Smith and Sauer.
    b. Recording Secretary: Nancy Hunt
3. Welcome & Recognition of Visitors: Anne Noah
4. Correspondence: Letter of thanks regarding the shuttle for the CSA Art Fair.
5. Approval of July 21,2026 Board Meeting Minutes: ***Motion*** by O'Malley with support from Halliday to approve minutes as presented. All ayes, ***motion carried***.
6. Amendments/Additions to Agenda: ***Motion*** by Feeheley with support from Smith to amend the agenda under New Business, item A: L-4029 Forms. Next to the asterisk that says "Consider approving 2026 L-4029 Form", Feeheley moved that we add the words: "and the Truth in Taxation Certificate of Compliance". All ayes, ***motion carried***.

    Motion by Feeheley with support from Halliday to add 12.c New Federal Grant for replacement of five propane vehicles and d. New Federal Infrastructure Grant, All ayes, ***motion carried***.
7. Public Comment: None
8. Approval of Agenda: ***Motion*** by Russell with support by Fleetwood to approve agenda as amended. All ayes, ***motion carried***.
9. Call for Conflict of Interest: None
10. Reports to the Board
    a. Financial Report
    b. Chair's Report
    c. ED & Management Team Reports
        i. Interim Executive Director's/Operations Report- Hollenbeck gave an update on the recent bus fire.
        ii. Human Resources Report
            A. Update on ADP payroll software incorporation

B. Timetable for incorporation of financial software recommendations- not discussed.

d. County Liaison Report- Commissioner Gary Sauer reported

11. Unfinished Business
    a. Parking Structure Construction Project- Ad Hoc Committee's Bid Recommendation: ***Motion*** by Russell with support from O'Malley that the Board approve that the Benzie Transportation Authority move forward with executing a contract with the qualified low bidder on the Parking Structure Construction Project once approved by MDOT.

Roll Call Vote:

Ayes: Feeheley, Fleetwood, Griner, Halliday, O'Malley, Smith, and Feeheley.

Nays: None

Motion carried

b. Recording Secretary Recruitment Efforts & results: ***Motion*** by Halliday with support from Russell that the Board rescind its previous motion to seek a new Recording Secretary and to continue with Nancy Hunt serving the Board in this role.

Roll Call Vote:

Ayes: Feeheley, Fleetwood, Griner, Halliday, O'Malley, Smith, and Feeheley.

Nays: None

Motion carried

12. New Business
    a. L- 4029 Form: ***Motion*** by Smith with support from Griner that the Board approve asking for the entire 0.9670 percentage of the one mill millage we are allowed to collect and that column 10 on the 2026 L-4029 form be marked N/A as we do not collect millage in the summer taxes and that we fill in column 11 concerning Winter Taxes with the number 0.9670.

Roll Call Vote:

Ayes: Feeheley, Fleetwood, Griner, Halliday, O'Malley, Smith, and Feeheley.

Nays: None

Motion carried

b. Truth-In-Taxation Certificate of Compliance Forms: ***Motion*** by Halliday with support from Smith that we instruct the Chair to fill in Option Three and sign the Truth in Taxation Certificate of Compliance and that it be returned, along with our L-4029 Form, to the County Equalization Director before the September 30, 2026 deadline.

Roll Call Vote:

Ayes: Feeheley, Fleetwood, Griner, Halliday, O'Malley, Smith, and Feeheley.

Nays: None

Motion carried

c. Operations Supervisor as Approved Check Signer: ***Motion*** by Fleetwood with support from O'Malley that we remove the names of Jessica Carland and Rob Scott as authorized check signers and that the name of Operations Supervisor Sandi Grumley be approved as an authorized check signer.

Roll Call Vote:
Ayes: Feeheley, Fleetwood, Griner, Halliday, O'Malley, Smith, and Feeheley.
Nays: None
Motion carried

d. Federal Grant for Buses- Hollenbeck was informed that there is a federal grant that we can apply for: ***Motion*** by Smith with support by O'Malley that we authorize Chad Hollenbeck to communicate to MDOT before their Aug. 28, 2026 deadline that Benzie Bus would apply for the new federal grant that might become available through MDOT for the purchase of five propane fueled vehicles, unless currently unknown and unexpected obligations are attached.
   Roll Call Vote:
   Ayes: Feeheley, Fleetwood, Griner, Halliday, O'Malley, Smith, and Feeheley.
   Nays: None
   Motion carried
e. Federal Grant for Infrastructure- Hollenbeck informed the board that we have the opportunity to apply for a grant that would enable us to have our own propane tank. This will enable BTA to see substantial savings in propane costs. ***Motion*** by Halliday with support from Smith to authorize the ED to apply for the grant to purchase a propane infrastructure.
   Roll Call Vote:
   Ayes: Feeheley, Fleetwood, Griner, Halliday, O'Malley, Smith, and Feeheley.
   Nays: None
   Motion carried
f. Michigan Transit Connection (MTC) Vehicle: ***Motion*** by Halliday with support from Fleetwood that we accept up to two fully funded propane vehicles from the Michigan Transportation Connection organization.
   Roll Call Vote:
   Ayes: Feeheley, Fleetwood, Griner, Halliday, O'Malley, Smith, and Feeheley.
   Nays: None
   Motion carried
g. Board Input Opportunities at request of Brian Fleetwood- ***Motion*** by Fleetwood with support by Smith to add Board Roundtable to discuss Board related topics and to discuss future agenda items only. All ayes, ***motion carried.***

h. Appointment of Ad Hoc ED Search Committee- Upon the suggestion of Human Resources Manager Nancy Hunt to form a committee, Chairman Feeheley appointed Jack O'Malley and Brian Halliday and herself as a non-quorum Ad Hoc Executive Director Search Committee that will report back to the Board. Both O'Malley and Halliday declared themselves willing to serve. Chairman Feeheley asked if there was any objection. None offered.

i. Draft Contract for Interim ED: ***Motion*** by Smith with support by Griner to execute the Interim Executive Director Contract which was negotiated with Chad Hollenbeck

Roll Call Vote:

Ayes: Feeheley, Fleetwood, Griner, Halliday, O'Malley, Smith, and Feeheley.

Nays: None

Motion carried

13. Public Comment: Anne Noah expressed her objection with the appointment of an Ad Hoc ED Search Committee.
14. Next Meeting, September 15, 2026 @ 5:30 PM
15. Board Roundtable: None
16. Adjournment @ 7:09 PM

Nancy Hunt, Recording Secretary ______________________ Date ______________