REGULAR MEETING OF THE BOARD OF DIRECTORS

Tuesday, October 20, 2026 @ 5:30 PM

14150 US 31 Beulah, MI 49617

MINUTES APPROVED AS PRESENTED NOVEMBER 17, 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. Staff: Hollenbeck, Hunt and Wedemeier
3. Welcome & Recognition of Visitors: None
4. Correspondence: Feeheley and O'Malley both received a solicitation via email. Feeheley gave a reminder to phish or forward any unknown emails to Chad, do not open.
5. Approval of September 15, 2026 Board Meeting Minutes: ***Motion*** by O'Malley with support from Fleetwood to approve minutes as presented. All ayes, ***motion carried.***
6. Amendments/Additions to Agenda: None
7. Public Comment: None
8. Approval of Agenda: ***Motion*** by Russell with support from Smith to approve the agenda as presented. 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
        iii. Human Resources Report
            A. Update on ADP payroll software incorporation
    d. County Liaison Report- Commissioner Gary Sauer reported
11. Unfinished Business
    a. Parking Structure Construction Project: Hollenbeck shared a favorable progress report. There may be an opportunity to build a larger building which would contain a fire suppression system. This would allow for four (4) additional buses to be housed inside. Hollenbeck is waiting for approval from MDOT.
12. New Business
    a. ADP/MERS

    Motion by Russell with support by Griner to direct the Executive Director to sign the amended MERS Defined Contribution Adoption Agreement which defines the contributions be based on gross wages rather than net wages.

    Roll Call Vote:

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

Nays: 0
Motion carried.

b. Additional office space
Motion by Smith with support from Halliday to authorize Chad to move forward with renovating existing office space to create private offices, not to exceed $10,000.
Roll Call Vote:
Ayes: Fleetwood, Halliday, Griner, O'Malley, Russell, Smith and Feeheley.
Nays: 0
Motion carried.

c. Executive Director Proposed Job Description
Motion by Halliday with support from O'Malley to approve the Job Description developed by the Chair and Interim Executive Director and as reviewed by BTA's Attorney of Record, who had no suggested changes."
Roll Call Vote:
Ayes: Fleetwood, Halliday, Griner, O'Malley, Russell, Smith and Feeheley.
Nays: 0
Motion carried.

d. Executive Director Proposed Contract
Motion by O'Malley with support from Fleetwood to approve and execute the Contract developed by the Chair and Interim Executive Director and containing the improvements made by BTA's Attorney of Record"
Roll Call Vote:
Ayes: Fleetwood, Halliday, Griner, O'Malley, Russell, Smith and Feeheley.
Nays: 0
Motion carried.

13. Public Comment: None
14. Board Roundtable: O'Malley appreciated the name tags provided to Board Members.
15. Next meeting, **November 17, 2026 @ 5:30 PM**
16. Adjournment @ 6:32 PM

Nancy Hunt
Nancy Hunt, Recording Secretary

11-18-26
Date