



**HARBOR TRANSIT MULTI-MODAL TRANSPORTATION SYSTEM (HTMMTS)
BOARD MEETING MINUTES
June 17, 2020
Meeting Conducted Virtually Using ZOOM**

Meeting Called to Order by President Craig Bessinger at 4:37 p.m.

Roll Call

Present: Craig Bessinger, Bob Monetza, Joanne Marcetti, Mike DeWitt, Bill Cargo, Pat McGinnis, Cathy Pavick, Gordon Gallagher, Chris Burns, Pete LaMourie

Absent: Joel Tepaste

Also Present: Steven Patrick, Transportation Director, Andrea Dumbrell, Grand Haven Township Human Resources Manager, John Gretzinger, Mika Meyers, Tara Tyler, MERS, Karima LaJoie, MERS, Grant Pecor, Barnes & Thornberg

Approval June 10, 2020 Special HTMMTS Board Meeting Minutes

Motion by Joanne Marcetti, second by Mike DeWitt, to accept minutes of June 10, 2020.

Yes: *Craig Bessinger, Bob Monetza, Joanne Marcetti, Mike DeWitt, Bill Cargo, Pat McGinnis, Cathy Pavick, Gordon Gallagher, Chris Burns, Pete LaMourie*

Motion carries

Additions/Corrections to the Agenda

Bill asked that we add an item to discuss Director's Position as 7D(1). Bob Monetza asked that we add a 7A(1) to discuss conflicts of interest.

Motion by Bill Cargo to approve agenda as amended, second by Joanne Marcetti.

Yes: Craig Bessinger, Bob Monetza, Mike DeWitt, Bill Cargo, Cathy Pavick,
Gordon Gallagher, Chris Burns, Joanne Marcetti, Pete LaMourie
No: Pat McGinnis

Motion carries

General Business/Call to Audience

Anthony Dionesse, Terrill Avenue, believes that the City of Grand Haven representatives should not participate in discussions about accepting responsibility for Harbor Transit employees' unfunded accrued liabilities.

New Business:

Discussion/Action on issue of City of Grand Haven/HTMMS responsibility for retirement and health care expenses after July 1, 2020 and whether City of Grand Haven representatives may participate in discussing or voting on these matters.

Chair Bessinger suggested that three individuals meet following tonight's meeting to discuss the issues at hand and report back to the full Board. Board members discussed various combinations of ad hoc committee participation to achieve a fair and positive outcome for Harbor Transit and all participating partners.

Motion by Gordon Gallager to postpone discussion on items 7a and 7 with request that Pat McGinnis, Bill Cargo and Craig Bessinger meet and discuss details and to secure needed professional advice as necessary, second by Chris Burns.

Yes: Craig Bessinger, Bob Monetza, Joanne Marcetti, Mike DeWitt, Bill Cargo, Pat McGinnis, Cathy Pavick, Pete LaMourie, Gordon Gallagher, Chris Burns

Motion carries

Discussion on Employee Handbook

Steve Patrick advised the Board that he had used the City Handbook as a starting point and had review done by Nathan Wolfe at MIKA Meyers. Craig Bessinger recommended that we raise the vision reimbursement to \$300; the Board indicated consensus support for this change.

Motion by Pat McGinnis to postpone a decision approving the Employee Handbook until June 24 meeting, second by Chris Burns.

Yes: Craig Bessinger, Bob Monetza, Joanne Marcetti, Mike DeWitt, Bill Cargo, Pat McGinnis, Cathy Pavick, Pete LaMourie, Gordon Gallagher, Chris Burns

Motion carries

Discussion/action on MERS plans

Andrea Dumbrell and representatives from MERS of Michigan explained the nature of the proposed defined contribution plan. Harbor Transit would contribute 12% of wages with a mandatory 5% contribution from employees and immediate vesting.

Motion by Pat McGinnis to approve the MERS Defined Contribution Adoption Agreement as presented, effective July 1, 2020 and to approve the resolution adopting the MERS Defined Contribution Plan in accordance with Plan Section 4 for its eligible employees as described in the MERS Defined Contribution Adoption Agreement, subject to the MERS Plan Document and as authorized by 1996 PA 220, as both may be amended, second by Joanne Marcetti.

Yes: Craig Bessinger, Bob Monetza, Joanne Marcetti, Mike DeWitt, Bill Cargo, Pat McGinnis, Cathy Pavick, Pete LaMourie, Gordon Gallagher, Chris Burns

Motion carries

The next plan is an optional 457 plan for employees that is currently in place for City employees. This is available for all employees to enjoy tax benefits while saving for retirement.

Motion by Bill Cargo to approve the MERS 457 Plan Participation Agreement as presented, effective July 1, 2020 and to approve the MERS Uniform 457 Supplemental Retirement Program Resolution as provided, second by Cathy Pavick.

Yes: Craig Bessinger, Bob Monetza, Joanne Marcetti, Mike DeWitt, Bill Cargo, Pat McGinnis, Cathy Pavick, Pete LaMourie, Gordon Gallagher, Chris Burns

Motion carries

To assist employees in setting aside funds to cover medical costs in retirement, the City has a Health Care Savings Plan established at MERS. Staff recommends establishing the same plan for HTMMTS employees going forward. Health Care Savings Plan currently offered by the City is a 3% employer match to a 3% employee contribution.

Motion by Bill Cargo to approve the MERS Health Care Savings Program as presented effective July 1, 2020 and to approve the MERS Health Care Savings Program Uniform Resolution as provided, second by Mike DeWitt.

Yes: Craig Bessinger, Bob Monetza, Joanne Marcetti, Mike DeWitt, Bill Cargo, Pat McGinnis, Cathy Pavick, Pete LaMourie, Gordon Gallagher, Chris Burns

Motion carries

The final MERS-related item is to authorize signatures.

Motion Mike DeWitt to approve the Resolution Establishing Authorized Signatories for MERS Contracts and Service Credit Purchase Approvals with the HTMMTS Board President and Vice Chair as the signers, second by Bill Cargo.

Yes: Craig Bessinger, Bob Monetza, Joanne Marcetti, Mike DeWitt, Bill Cargo, Pat McGinnis, Cathy Pavick, Pete LaMourie, Gordon Gallagher, Chris Burns

Motion carries

Board Members thanked Tara Tyler and Karima LaJoie from MERS for their participation and expert advice.

Discussion and action on deposit to Health Care Savings Accounts

Andrea Dumbrell explained that with the transition, employees are having their deductible reset in the middle of the year. The deductible will again reset in January of 2021, creating an unexpected hardship on employees in both the traditional and high deductible health care plans being offered. The proposal is to provide a one-time stipend to fund HSA banks of employees of \$250 and \$500 for those on the Traditional Plan and \$1,400 and \$2,800 for those on the high deductible plan.

Motion by Gordon Gallagher to approve a one-time HSA deposit or stipend equivalent to the employees' corresponding elected plan's deductible to be paid in July 2020, second by Chris Burns.

Yes: Craig Bessinger, Bob Monetza, Joanne Marcetti, Mike DeWitt, Bill Cargo, Pat McGinnis, Cathy Pavick, Pete LaMourie, Gordon Gallagher, Chris Burns

Motion carries

Discussion on Harbor Transit Director Search.

The candidate selected by the Board withdrew following the interviews on June 16.

Motion by Cargo to affirm staff decision to retain Andrea DUmbrell to provide HR Services for 120 days, second by Mike DeWitt.

Yes: Craig Bessinger, Bob Monetza, Joanne Marcetti, Mike DeWitt, Bill Cargo, Pat McGinnis, Cathy Pavick, Pete LaMourie, Gordon Gallagher, Chris Burns

Motion carries

Motion by Joanne Marcetti to retain Andrea to explore contract extension with the current Director, second by Mike DeWitt.

Yes: Craig Bessinger, Bob Monetza, Joanne Marcetti, Mike DeWitt, Bill Cargo, Pat McGinnis, Cathy Pavick, Pete LaMourie, Gordon Gallagher, Chris Burns

Motion carries

Motion by Pat McGinnis, second by Mike DeWitt to retain the City to provide HR assistance with the Executive Director Search comparable to the arrangement established to access HR Services from Grand Haven Township prior.

Yes: Craig Bessinger, Bob Monetza, Joanne Marcetti, Mike DeWitt, Bill Cargo, Pat McGinnis, Cathy Pavick, Pete LaMourie, Gordon Gallagher, Chris Burns

Motion carries

Board Members Comments:

Joanne would like to have in-person meetings, however it is impractical to plan a meeting with appropriate social distancing without limiting public attendance. Pat McGinnis asked that we look at some of the candidates that were passed over in the first round. Other Board members suggested that we seek advice from Andrea and Zachary regarding next steps.

Meeting adjourned at 6:34 p.m.

Next Special Electronic Remote Board Meeting will be held on June 24, 2020 at 4:30 p.m.