Muskogee County Public Transit Authority

4401 E. Hayes Street

Muskogee, Oklahoma 74403

October 18, 2017 – 4:00pm

1. Call Meeting to Order

***Board President Dale Wiggins called the meeting to order at 4:00pm***

1. Roll Call Present Absent

|  |  |  |
| --- | --- | --- |
| Mike Jackson | X |  |
| Lisa Benjamin |  | X |
| Dale Wiggins | X |  |
| Tobi Ledbetter | X |  |
| Dexter Payne | X |  |
| Bob Burgess | X |  |

1. Action Items
2. Consent Agenda

All of the following items which concern reports and item of a routine nature normally approved at a board meeting will be approved by one vote unless any board member desires to have a separate vote on any or all of these items. The consent agenda of:

1. Approval of Minutes from 9/20/2017
2. Financial Report
3. Ridership Report and Trip Stats

Motion made by: Mike Jackson Second by: Bob Burgess

|  |  |  |
| --- | --- | --- |
| Mike Jackson | X |  |
| Lisa Benjamin |  | X |
| Dale Wiggins | X |  |
| Tobi Ledbetter | X |  |
| Dexter Payne | X |  |
| Bob Burgess | X |  |

MOTION CARRIED. Yes

1. Consider approval of Christmas Bonus and/or dinner for all eligible employees, or take other necessary action.

**Motion:** Motion was made support the Muskogee Transit Christmas Dinner that will include family members by giving $600 to offset expenses.

Motion made by: Bob BurgessSecond by: Dexter Payne

|  |  |  |
| --- | --- | --- |
| Mike Jackson | X |  |
| Lisa Benjamin |  | X |
| Dale Wiggins | X |  |
| Tobi Ledbetter | X |  |
| Darla Bennett | X |  |
| Dexter Payne | X |  |
| Bob Burgess | X |  |

MOTION CARRIED. Yes

1. Received the Directors Report
2. Consider approval of amended Policies and Procedures General Policies, or take other necessary action

**Motion:** Motion was made to approve the amended Policies and Procedures General Policies with the addition of the statement saying that Muskogee Transit is a Smoke Free Workplace

Motion made by: Mike JacksonSecond by: Bob Burgess

|  |  |  |
| --- | --- | --- |
| Mike Jackson | X |  |
| Lisa Benjamin |  | X |
| Dale Wiggins | X |  |
| Tobi Ledbetter | X |  |
| Darla Bennett | X |  |
| Dexter Payne | X |  |
| Bob Burgess | X |  |

MOTION CARRIED. Yes

1. Consider approval of Resolution authorizing Dale Wiggins and Darla Bennett to sign and execute documents pertaining to FTA Section 5311 program on behalf of MCT/MCT Trust Authority.

Motion made by: Bob BurgessSecond by: Dexter Payne

|  |  |  |
| --- | --- | --- |
| Mike Jackson | X |  |
| Lisa Benjamin |  | X |
| Dale Wiggins | X |  |
| Tobi Ledbetter | X |  |
| Darla Bennett | X |  |
| Dexter Payne | X |  |
| Bob Burgess | X |  |

MOTION CARRIED. Yes

1. Proposed Executive Session – Possible vote to go into executive session pursuant to Title 25,  
    Oklahoma Statutes, Section 307 (B)
2. Consider convening in executive session to discuss security monitoring and response equipment placement.
3. Consider approval of contract with Executive Director, Darla Bennett, and if necessary, take appropriate action in open session.

Motion: Motion made to go into Executive Session

Motion made by: Bob Burgess  Second by: Mike Jackson

|  |  |  |
| --- | --- | --- |
| Mike Jackson | X |  |
| Lisa Benjamin |  | X |
| Dale Wiggins | X |  |
| Tobi Ledbetter | X |  |
| Dexter Payne | X |  |
| Bob Burgess | X |  |

Board of Trustees went into Executive Session at 5:02pm

Motion made by: Bob Burgess  Second by: Mike Jackson

|  |  |  |
| --- | --- | --- |
| Mike Jackson | X |  |
| Lisa Benjamin |  | X |
| Dale Wiggins | X |  |
| Tobi Ledbetter | X |  |
| Dexter Payne | X |  |
| Bob Burgess | X |  |

Board of Trustees came out of Executive Session at 5:58pm

1. Statement of Executive Session
2. Announcement
3. New Business
4. Adjournment

Motion made by: Bob Burgess Second by: Dexter Payne

|  |  |  |
| --- | --- | --- |
| Mike Jackson | x |  |
| Lisa Benjamin |  | x |
| Dale Wiggins | x |  |
| Tobi Ledbetter | x |  |
| Dexter Payne | X |  |
| Bob Burgess | x |  |

MOTION CARRIED. Yes

MEETING ADJOURNED AT 6:03pm