

**TWIN CITY AREA TRANSPORTATION AUTHORITY
Board Meeting**

October 28, 2025

I. Welcome and Opening:

1. **Call to Order:** The meeting of the Twin City Area Transportation Authority Board of Directors was held at the Benton Harbor City Hall Building, 200 E. Wall Street, Room: Commission Chambers, Benton Harbor, MI 49022, on Tuesday, October 28, 2025.

2. **Roll Call of Persons Present:**

Ron Singleton, Trustee Chair	Dayrl Jackson, Trustee
Spencer Nesbitt, Trustee Vice Chair	Virgil Hatcher, Trustee

Persons Absent: Cora Robinson, Trustee Board Secretary.

Roll call: Trustee Singleton, Trustee Nesbitt, Trustee Hatcher, Trustee Jackson. A quorum was established, and Board Trustee Chair Singleton called the meeting to order at 5:31 p.m.

3. **Approval of September Minutes:** Trustee Nesbitt made the motion to approve the September minutes, seconded by Trustee Jackson. Roll Call: Trustee Hatcher, Trustee Nesbitt, Trustee Singleton, Trustee Jackson. The Board unanimously approved the September minutes.

II. Financial Updates: Presented by Ryan Marschke

- a. Balance Sheet/Bank accounts
- b. Fixed Assets/Accounts Payable/Liabilities and Equity
- c. Profit/Loss/Grants
- d. Revenues/Expenses

Received no payments since October 1, 2025, shutdown. TCATA did process paperwork.

Motion made by Trustee Nesbitt to accept the Financial Report as submitted, seconded by Trustee Jackson. Roll call: Trustee Hatcher, Trustee Nesbitt, Trustee Singleton, Trustee Jackson. The Board unanimously accepts the Financial Report.

III. Director Updates: Presented by Interim Executive Director Shurn and Deputy Director Greschak.

4. **Fare Increase – June 2:** Even with fare increase, records show TCATA is barely keeping up in farebox intake compared to 2024. Decrease was expected.
5. **Ridership for September:** Significant drop from August to September. It may be temporary, but it costs us. There are ideas how to increase ridership.
6. **Fuel Report for September:** Propane use increased. Expected drop in gasoline use; due to drop in fuel cost more so than ridership; timing. Hoping to provide numbers for increase in electrical costs for charging EVs for next month's meeting.

7. **Safety – Seatbelt compliance:** Though policy has been established, compliance is not where it needs to be yet, after observing internal bus cameras. Passenger/Driver debates regarding policy. There will be a November 11th safety in-service, which will include discussions on this issue.
8. **BHHS Blue Route Flex Stop:** Establishing stop on the circle, outside of library. Sign and paying designation concerning the stop will be posted with QR code and number to call to request pickup at the high school.
9. **East side Stairs Repair:** In progress by local contractor. Trustee Jackson has observed the progress. Other than small issues with concrete, satisfied.
10. **RFP's:**
 - a. **Building Siding Repair** - Suspended; tabled till Spring of 2026
 - b. **Mobility Operations** - 7 Responses. Reviewed them and will be discussing with the Board of a potential vendor chosen for negotiations prior to November 7th.
11. **Transpro Consultants - analyzed mobility RFP responses:** Pleased with the job they've done, and the RFP responses generated.
12. **Mobility Operations Vendor Contract Schedule:** To name provider chosen on November 7th.
13. **Press Moratorium:** Will not discuss internals with the press until final decision on the chosen vendor.
14. **October 14 Collision:** Another vehicle turned into TCATA bus. No injuries. However, no-fault law presents implications.

Motion made by Trustee Nesbitt to accept the Director's Updates as submitted, seconded by Trustee Hatcher. Roll call: Trustee Hatcher, Trustee Nesbitt, Trustee Singleton, Trustee Jackson. The Board unanimously accepts the Director Updates.

IV. Old Business:

15. **Automatic Garage Doors:** - 3 Quotes. Moving forward. Installation will resolve heating and security issues. Will have photos of completion by November meeting.
16. **Berrien County Transit Consolidation:** Ongoing discussions regarding collaborative efforts for consolidation due to challenges with Berrien Bus.

V. New Business:

October 1, Government Shutdown: Monitoring situation as to how it would impact TCATA. There will be an impact if not resolved soon. Berrien Bus issue with government program contracts not being renewed, therefore they need help.

Ridership - Deputy Director Greschak presented ideas to help increase ridership. Will implement increased presence in community, i.e., the new provider with technology should help, but also, providing Trunk or Treat on October 31st near the Arts District and also in Union Field, also providing a ballot bus - free rides to polls for November off-cycle election. Director Shurn believes flex stop at high school will also be helpful. Will be having discussions with school regarding student unruly behavior, etcetera. Exploring designating new bus stops.

Interim Executive Director Shurn advises he cannot locate a weapons policy for riding the bus. Deputy Director Greschak pointed to and shared the State of Michigan law, also checked with Kalamazoo and Ann Arbor for their policies. Will continue to explore over the next months to assist with preparation of a formal policy and posting of signs.

VI. Chair's Report: None.

VII. Public Comments: Ms. Velma Kilgore, Ex employee of TCATA, was terminated two weeks ago. Previously worked for 6 ½ years, retired in 2018. Re-applied in 2023, failed drug test, told had to wait a year to reapply. Re-applied in 2024, passed test, and hired February 5, 2024. Feds came in in July, and she was let go on August 5, 2025, pending completion of required SAP Class, at own expense took the class online, passed required test, came back to work. After a few days on the job, got into an altercation with a passenger, which she knows she was wrong. Acknowledged she made a mistake, assured the Board that it would never happen again. Appealing to the Board for a second chance. No action was taken. Trustee Singleton advised that someone in administration would contact her with a meeting for discussions, or a formal decision.

Mr. Aaron Sterneman from the Center for Growth and Independence for the old Gateway in the support/employment department, helping disabled adults find work in the community. Coworker of Trustee Nesbitt. Seeking public partners to strengthen relations. Have clients that ride Dial-a-Ride buses. Would like to speak to any of the Board members or staff after the meeting.

VIII. Adjournment: With no further action taken and no further business, Trustee Chair Singleton entertains Motion to adjourn. Trustee Nesbitt made the motion to adjourn the meeting, seconded by Trustee Hatcher. Roll call: Trustee Hatcher, Trustee Nesbitt, Trustee Singleton, Trustee Jackson. And the meeting was adjourned at 6:42 p.m.

Attested:

Trustee Ron Singleton
Chair

Trustee Dayrl Jackson
Acting Board Secretary