

Eastern Upper Peninsula Transportation Authority  
Board Meeting Minutes  
4/4/2024

I. Call to Order:

Board Chair, John Waltman, called the April 4, 2024 meeting of the Eastern Upper Peninsula Transportation Authority Board to order at 10:32 a.m.

II. Roll Call was taken:

MEMBERS PRESENT: John Waltman, Nick Huyck, Joe Henne and Lynda Garlitz

MEMBERS ABSENT: Brandon Wheeler (excused)

III. Pledge of Allegiance:

Those in attendance stood for the Pledge of Allegiance to the Flag of the United States of America.

IV. Agenda: It was moved and carried by unanimous vote:

MOTION: Nick Huyck

SECOND: Joe Henne

Approve the April 4, 2024 agenda with the addition of Neebish Schedule discussion to Director Report.

V. Public Comment:

- Bob Malpass
- Rosalie Morrison
- Brad Sommers
- Gay Mather
- Garth MacMaster
- Colleen Lavey
- Lynn Knight
- Joe Parr
- Mike Pine
- Mary Starkweather
- Roger Parr
- Simon Lagner
- Robert Laitinen
- John Laitinen
- Marta LaLonde
- Bev Eavou
- Gordon Gilray
- Bob Nowack
- Jim Trainor
- Mindy Fox
- Cele Malpass

VI. Minutes: It was moved and carried by unanimous vote:

MOTION: Lynda Garlitz SECOND: Joe Henne	Approve the March 5, 2024 Regular Meeting Minutes as presented.
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VII. Closed Session Minutes: It was moved and carried by unanimous vote:

MOTION: Lynda Garlitz SECOND: Nick Huyck	Approve the March 5, 2024 Closed Meeting Minutes as presented.
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VIII. Finance Director Report:

- Ms. Gordon discussed the A/P and EFT transfers and fielded questions from the Board. Transfers are basically the same every month.
- Bussing –RTW is continuing to do well. Our fare revenue continues to cover our costs despite not receiving any COVID funding. We are not receiving the ARPA funding this year but are now reverting back to the 18% reimbursement from the section 5311 funding. Ms. Gordon explained in the financials that the wages line item has increased but the more NEMT requests we receive, we obviously have to pay drivers to deliver the service. The W/C line item is a direct correlation with increased wages. The wages line item is also skewed in February due to having 3 pay periods this year as opposed to 2 in 2023. Two times a year this will happen when there are 3 pay periods compared to two in the prior year.
- The general liability expense has decreased due to a large refund from the Michigan Transit Pool. The wheelchair minivan is currently in production. We do not have an estimated delivery date yet.
- Ferries. There was a 10% increase in fares for February. Passengers and vehicles also increased slightly.
- Work comp insurance provided a refund. An estimate of work comp is provided and then after the audit it is compared to what was the actual. If the estimate is over then the actual a refund is provided to the agency.

IX. Director's Report:

- Facility update – We continue to move in. The mechanics are currently working between both buildings. Expectation is to be completely in the new facility at the end of April. We continue to work on punch list items.
- We are currently working on a Federal Ear Mark Grant Application. We worked with Senator Stabenow's office for this FY 2025 request. The Drummond Ferry boat lost legislative momentum but we have put in for funds that were available. Drummond Island has a Lobbyist working for the island on this project.
- Neebish Dock Repair – A large repair was completed two weeks ago. A digital Phase converter was put in to replace the old mechanical phase converter for the dock.
- Border Patrol Cameras- There is a contractor working on mainland docks to put in poles for a camera for the USBP. This will take photos of license plates and the information will be loaded into a nationwide data base. The board was briefed on this a year ago and it will be coming to fruition this summer.
- Neebish schedule
  - USCG regulations compliance requires rest periods for captain. It is a 12-hour work day for compliance.

- We have looked at other islands and our schedule greatly exceeds other schedules comparatively with similar size and populations of island.
- The only change will be the summer schedule. Director Paramski met with Mr. Malpass and Ms. Reed to try and work within confines of length of time compliance. Director Paramski then met with Mr. Malpass and Les Laitinen and collectively put together a tentative draft schedule that we can accommodate within the confines our work duration limitation.
- Reviewed current schedule with board.
- Reviewed schedule that would be USCG compliant.
- Reviewed DRAFT proposed schedule developed with input from Neebish Island residents.
- Looking at the proposed DRAFT schedule we would have 2420 trips annually for an average of 47 trips per week. Looking at the old schedule there are 2532 trips annually for an average of 49 trips per week.
- Director Paramski provided the board a draft cost of the extra shifts. Funding opportunities for capital vs. operation; capital funding opportunities are for physical objects, i.e. vehicles, ferries, etc. Operating costs are funds spent on completing day to day business, i.e. payroll, insurance, cleaning materials, etc. These funds cannot be transferred between the two. There are not any available grants/funding for operational costs. A considerable amount of funding has been brought in for EUPTA in the last 8 years in comparison to the history of EUPTA. The new facility was built with funds from a capital grant. The funds were mainly state funds.
- Director Paramski recommended the board review the Neebish schedule and costs this next month, provide any revisions or questions, and then bring back to the May Board Meeting to vote on.
- Specials will continue during regularly scheduled day. No after hours special. On call crew for emergencies 24/7.
- These changes to schedule only effect summer schedule at this time; not fall, winter or spring.

X. New Business

- None

XI. Closed Session

It was moved and unanimously carried

MOTION: Nick Huyck SECOND: Lynda Garlitz	To go into closed session to discuss employee issue at a.m. with a five-minute break.
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- Open Session:

It was moved and unanimously carried


MOTION: Lynda Garlitz SECOND: Nick Huyck	To go back into Open Session at 11:53 a.m.
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XII. Board Comment:

- Lynda
- Joe
- John
- Nick
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XIII. Adjourn: It was moved and carried by roll call vote to:

MOTION: Joe Henne SECOND: Lynda Garlitz	Adjourn the meeting at 12:00 PM
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Lynda Garlitz, Secretary

  
Bonnie Kaunisto, Recording Secretary

Board Approved: