

Eastern Upper Peninsula Transportation Authority
Regular Board Meeting Minutes
9/9/2021

1. Call to Order:

Board Chair, John Waltman, called the September 9, 2021 meeting of the Eastern Upper Peninsula Transportation Authority Board to order at 10:30 a.m.

2. Roll Call was taken:

MEMBERS PRESENT: John Waltman, Phyllis French, Joe Henne, Lynda Garlitz, and Jim German

MEMBERS ABSENT: None

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

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

MOTION: Jim German SECOND: Lynda Garlitz	Approve the agenda as presented.
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4. Public Comment: None

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

MOTION: Phyllis French SECOND: Lynda Garlitz	Approve the August 3, 2021 Regular Meeting Minutes as presented.
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6. Finance Director Report:

- Akemi Gordon reviewed July 2021 Financials
- Finance Director Gordon stated that each year EUPTA has to adopt an option on the employer's/employees share of medical plan coverage. Since the inception of Public Act 152 EUPTA has adopted the 80/20 split in health insurance costs as opposed to the cap limitations. By adopting the 80/20 option, this saves EUPTA a little over \$27,000.

PA 152 Adoption 80/20 split: It was moved and carried by unanimous vote: MOTION: Jim German SECOND: Joe Henne	Approve PA 152 Adoption 80/20 Split as presented
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Gordon presented the Draft FYE 2022 Budgets and explained that this is how the State determines how much it will advance EUPTA each month in operating assistance for both busing and ferries.

Gordon reported that for FYE transit agencies will be receiving CRRSA funds (Coronavirus Response and Relief Supplemental Appropriations Act). For the busing, the reimbursement will be 40% of eligible expenses not to exceed \$216,495. For the ferry's the reimbursement will be 20% of eligible expenses not to exceed \$541,238.

7. FYE 2022 Budgets: It was moved and carried by unanimous vote:

MOTION: Jim German SECOND: Joe Henne	Approve FYE 2022 Draft Budget as presented
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Busing:

Gordon stated that the passenger counts are down 6% for July and 21% for the year for busing. Gordon had mentioned that the New Freedom funds for the RTW were close to being expended for this fiscal year but that EUPTA has continued to bring in revenue from other NEMT partners. The Superior Health Foundation, private medical providers and some self-pay. The new fiscal year begins October 1st and we will hopefully know more about the replenishment of the New Freedom Funds by the next board meeting. For the month of August our RTW revenue was \$3,360 in New Freedom funds and \$11,778 in other NEMT funds for a total of \$15,138.

Ferry's:

Vehicle crossing for July were up 6,836 from last year and even for a non-COVID year of 2019 they were up 6,078. YTD they've increased 47,802 from last year and 16,602 from 2019. Expenses through July increased 2.47% and overall revenue increased 27.48%. This is mainly due to the Cares Act funding we've been receiving.

8. Director's Report:

- Facility Design Update-Final plans and Specs have been completed by OHM and EUPTA has received two full sets. The next step is for EUPTA to insert all required MDOT/FTA procurement appendices. Once this is complete, EUPTA will forward the completed bid package to MDOT, OPT's procurement analyst, Dean Peterson for his review and comment. This could take as long as three weeks to a month. EUPTA will then address any review comments and then select an advertisement/solicitation release date and determine the advertisement period for the bids to be due. Bids will probably be due in November or early December.

- Cashless Update-EUPTA has awarded the development and implementation of the cashless fare collections system to Bytemark which is a firm out of New York. There were 10 bidders with one or two being from outside of the United States. A kickoff meeting will be held on 9/14/21 to discuss schedule and other logistics. The project will be commencing soon. IBI, our consultant, will be retained until the system is fully installed and operational acting in the capacity of the Project Manager. Trustee Garlitz stated that she would like to attend the kickoff meeting if she is available.
- Neebish III Update – Preconstruction Meeting last week and will be holding weekly progress meetings with Burger – who is building the new ferry. Burger is in process of procuring steel and materials. Plans being submitted to USCG Sturgeon Bay. Press release to go out from Burger
- Small Urban Grant Monies – Made aware of Covid Funding for small urban funding. Rural passport funding 11B and we will be in this with Chippewa, Mackinac and Luce County. State of Michigan Receives from Feds then entities come together to decide on who receives funding, dependent upon projects. No one applied for it and we put in for it and received \$81,000.00.
- MPTA Annual Conference Review – Akemi and Pete attended a couple of weeks ago. It is a three-day training, networking, and learning series. MDOT and other agencies attend. Awards program for MPTA and MDOT recognized Dale Rosenbom and Phil Roy for their rescue on the Sugar Islander and EUPTA was recognized for the 45th Anniversary. EUPTA had some time to speak with the Executive Director of the MPTA whom is very politically connected in Lansing and he indicated that EUPTA may be in a very good position to get a significant amount of money from the new trillion-dollar federal Infrastructure Bill that appears to be going to be signed into law.
- On Friday September 3, 2021 Hydraulic part from Drummond III was fixed by a cartridge from a company in Sault Ste. Marie, Ontario. The ramp began working as soon as the cartridge was place in the hydraulic part. We have secured an engineer to make the part as it is obsolete due to being outdated. Secure Alarm is currently on site tweaking the cameras.

9. Review Records Retention Policy, Employee Personnel Records and Personnel Records policy for next meeting. Administration will research and send comments for next meeting to approve

10. New Business: Joe inquired about the website and if maintained. Yes, it is kept up to date and maintained.

11. Board Comment

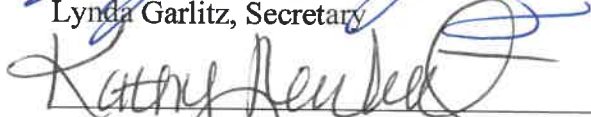
A. Phyllis French – would like communication of why we drydock the ferries

B. Lynda Garlitz – Crew at Sugar is doing a great job!

12. Adjourn: It was moved and carried by roll call vote to:

MOTION: Joe Henne SECOND: Jim German	Adjourn the meeting at 11:23 PM
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Lynda Garlitz, Secretary


Kathy Neubert, Recording Secretary

Board Approved: