

Eastern Upper Peninsula Transportation Authority
3/1/2022

1. Call to Order:

Board Chair, John Waltman, called the March 1, 2022 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, Lynda Garlitz, and Jim German

MEMBERS ABSENT: Joe Henne (Excused), Phyllis French

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: Lynda Garlitz SECOND: Jim German	Approve the agenda as presented. Update on Neebish Island Ferry Crossing will be added to Director's Report
---	---

4. Public Comment:

- David Brunett – Introduced himself and inquiring about a projected date for Sugar Islander Ferry.
- Lori Miller – Spoke about the phone system alert that only went out to certain phone numbers. She also stated the deckhand told some people but not everyone. She would like better communication and more respect from the ferry operators. She would like a Neebish Island Ferry Facebook page. She inquired about the shutdown and the current contract regarding if the ferry is shut down more than 10 days.
- Lori Tyner – Spoke about the missed runs and stated she did not receive a call regarding the possible shut down. She stated her displeasure with the way things are being communicated at Neebish Island ferry.
- Marian Miller stated she did not receive a call regarding the possible shut down. When the ferry was down for a few runs her husband did not make it to work. She stated the contractor chose not to run and she would like to see restitution. She is concerned about the shut down for 10 days and the ferry freezing into the dock and it could be worse. She inquired about a bubbler system to keep the ice out of the docks.

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

MOTION: Jim German SECOND: Lynda Garlitz	Approve the February 1, 2022 Regular Meeting Minutes as presented.
---	--

6. Finance Director Report:

- Ms. Gordon spoke about the Electronic Funds Transfer (EFT) Policy. She provides a monthly EFT report to the board. She brought to the board a report from the beginning of the fiscal year and provided which bills are paid via EFT. Examples are Payroll, fuel vendors, and they are all repetitive. She will provide a checklist of the bills that are paid.
- Bussing: Ms. Gordon Reviewed the January graphs showing revenue and passenger counts. They are beginning to bounce back from pre-Covid. We have lost revenue from contracts of providers that have not started up their programs yet. Rides to Wellness is still standing strong. There is a shift in funding; last FY was Cares Act funding and this year they are calling it CRRSA funding. Cares Act is a 0, but it is just a swap to the CRRSA Funding so that is the reason in percentage change.
- Ferries: The revenue is comparable to last year. We currently have 47% fare revenue in credit card with the largest credit card revenue coming from Drummond Island. The vehicles counts have increased and passengers counts had a minor decrease from last year. Ms. Gordon and the board members discussed various line items regarding fuel increases.

7. Director's Report:

- Facility Design Update-This project is on a slow burn, as the solicitation and bids are out. The Pre bid was a month ago. The bids extended due to materials are currently difficult to estimate. The maximum bidders are five, as this is how many were at the pre-bid meeting. Director Paramksi reported we will be fortunate to receive three bids due to the volatility of materials, employees, etc. during these current times. The bids are due March 4. We are anticipating the bids to be over budget.
- Cashless Update-Director Paramski stated the team is currently meeting weekly with Bytemark and IBI regarding the implementation of the cashless fare system. The handheld devices are not in yet. They are on back order and again has to do with the current backorder on chips, etc. Training is currently on hold until devices are available. This is a long process, but our IBI consultant assures us the project is going on schedule as normal. We look to have something rolled out for late spring/early summer.

- Neebish III Update-Director Paramski showed photos of construction of the Neebish Islander III provided by Burger.
- Sugar II Update- The drydock will be continuing the steel work. There will be an abundance of blasting and painting that has to be completed and this will depend on positive environmental conditions to complete work. Currently we are looking at a tentative completion date in early to mid-June.
 - The Neebish Ferry will be shutting down on Friday, March 4, 2022 due to ice concerns. Director Paramski spoke with Mark Gill, USCG. Mr. Gill continually tracks the three crossings at Neebish, Sugar, and Drummond and keeps in contact with EUPTA. We have not shut down in over five years but all feel the conditions call for a temporary shutdown. EUPTA provided advance notice through the RAVE alert. This is an automated system that EUPTA uses through the Central Dispatch and in conjunction with Director Missy Robbins. This system calls landlines within a chosen geographic radius. Bonnie will contact Ms. Robbins to set up the system for Neebish Islanders that would like this type of information and ensure all are contacted, who wish to be. Trustee German stated that he would like to have EUPTA think of a way to help people that struggle with electronics or filling out forms. Mr. German would like to see a flow of information from director to board members so they can provide answers to public when issues arise. Mr. Paramski informed the board the beginning process for the decision was started mid-morning yesterday. The final decision was not made until late afternoon as specifics of when a propane truck would be able to be on the island had to be finalized. The deckhands and captain were giving heads up by way word of mouth yesterday. Mr. Paramski provided communication to the board via an email as soon as everything was ready to go.

8. Review Policies - Expenditure of Funds for Civic and Political Activities Policy, Procurement Policy, and Electronic Funds Transfer (EFT) Policy. Discussion. Trustee German has question regarding verbiage in Expenditure of Funds for Civic and Political Activities Policy stating subject to board approval then at discretion conflicts. This is the 1st reading of policy so we will act on this at next meeting. Suggest to review for clarification. Director Paramski stated Procurement Policy was just updated in 2019 and is a MDOT template and highly recommended to use.

<p>MOTION: Lynda Garlitz SECOND: Jim German</p>	<p>Table all Expenditure of Funds for Civic and Political Activities Policy Procurement Policy Electronic Funds Transfer (EFT) Policy until next meeting.</p>
--	---

9. New business NONE


10. Board Comment

Trustee Garlitz: Thanked the Sugar Island ferry crew for maintaining and keeping everyone and the boat safe. A special shout out to fill in Captain Brandon McKerchie for teaching some new techniques to the crew. He has quite a bit of experience and is an asset.

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

MOTION: Lynda Garlitz SECOND: Jim German	11:11 AM
---	----------


Lynda Garlitz, Secretary


Bonnie Kaunisto/for Kathy Neubert, Recording Secretary

Board Approved: