

Eastern Upper Peninsula Transportation Authority
3/14/2023

1. Call to Order:

Board Chair, John Waltman, called the March 14, 2023 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, Nicholas Huyck, Joe Henne, Brandon Wheeler, and Lynda Garlitz

MEMBERS ABSENT:

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

Formal introduction of new board member, Brandon Wheeler

3. Additions/Deletions to Agenda: Discussion. It was moved and carried by unanimous vote:

MOTION: Nick Huyck SECOND: Joe Henne	Approve Agenda with Additions of Introduction of Operating Procedure for Interruption Of Service To New Business. Add Briefing of Legislative Breakfast Under Director's Report
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4. Public Comment: Mike Pine – Sugar Island – Concerned about how Phyllis French was replaced in short manner. Question on how that happened. Chair Waltman replied that Trustee French missed 8 of 12 meetings in the last year.

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

MOTION: Lynda Garlitz SECOND: Brandon Wheeler	Approve the February 7, 2023 Regular Meeting Minutes as presented.
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6. Closed Minutes: It was moved and carried by unanimous vote:

MOTION: Lynda Garlitz SECOND: Nick Huyck	Approve the February 7, 2023 Closed Meeting Minutes as presented.
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7. Audit Report FYE2022 Anderson & Tackman & Co. Discussion.

Ms. Gordon introduced Ken Talsma, Anderson & Tackman & Co. Partner, who will be presenting the audit report. Mr. Talsma explained definition of Opinions – EUPTA Opinion was stated as Unmodified Opinion. There were not any issues with the financials as presented. This is the highest of the four opinions that can be given. Reviewed Report, including: Capital Assets, Expenditures, Revenues, Balance Sheet Statements, Long Term Obligations, Accrual, Cash Flow, Governance/Communication: provide Board with what happened during audit regarding findings and recordings. Recommendations of any improvements: Anderson Tackman Recommendation is to institute an IT policy which includes penetration testing of server. Acts such as hacking is one of the biggest threats in 2023 to organizations. Mr. Talsma will provide a sample of a policy for us to view.

Audit Report FYE2022 Anderson & Tackman & Co. Discussion It was moved and carried by unanimous vote:

MOTION: Joe Henne SECOND: Lynda Garlitz	Approve the FY2022 Audit Report as presented.
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8. Financial Report:

- Finance Director Gordon reviewed the January 2023 Financials.
- Bussing: passenger counts slowly coming back. Reviewed graphs; non-emergent transportation is busier than ever. Picked up appointments through MDHHS.
- EFT Reviewed and explained

9. Director's Report:

- Facility Update: Project continues to go well. The rough-in inspections were completed and approved. Drywall will commence late this week or Monday. North Garage painting is completed (Bus Garage). Soffit and fascia work has begun and stone work will commence in spring. Masons on site constructing walls on wash bay so they can start roof. RCL is doing a great job
- Cashless Fare Update: Nothing too new; continuing to fix problems as they come up. System was crashing and they updated the app and it seems to have helped. Bytemark meeting today to work on schedule for roll out and meeting with deckhands on Thursday to review information with them. Hoping for a spring roll out. Bytemark was on site for the first time since project commenced. They were able to see our operation in action.
- Briefing on MDOT meeting of March 2, 2023 – FYI only. Conversation with MDOT regarding a meeting about Sault Ste. Marie Dial-A-Ride. Director Paramski provided a synopsis of history of building occupancy and ownership.

- **Legislative Breakfast Briefing:** MPTA hosts a legislative breakfast for all public transit agencies and their legislators. MPTA's lobbyist then gives a briefing on what is happening politically in regards to transit at the capital. Breakfast invites legislators to attend the breakfast to discuss budget and needs of transit agencies. The turnout was not great and an aid showed up for us. We were able to make appointments with Dave Preston, Ken Friske, and Senator Ed McBroom, as well as Greg Markkanen. Met with four legislators during office hours. Requesting a 20 million increase, for LBO Local Bus Operating. The governor has increased it to 15 million and looking for an additional 5 million in the supplemental budget. We need two more ferries at EUPTA. Need to replace sugar and an additional ferry for Drummond. Everyone we met with and was aware of our needs. DI has hired a lobbyist to look for funding for a new ferry. It's a political process at this point to get this appropriation. Residents from Drummond Island hired Dusty Fancher, a lobbyist from Midwest Strategies. Great chance to procure funding for a new ferry. Could come through on supplemental budget. 60 million is not earmarked and we need 20 million of it. All legislators asked for number and are aware of our need. There may be a potential for funding for both ferries. We would not be replacing the DIII but adding to our fleet at Drummond. It was a great networking opportunity for EUPTA. Director Paramski would like to replace the Sugar Islander II. Drummond is growing astronomically and the people there want another ferry to alleviate the lines.

10. New Business:

- **Third-Party Contract Policy: Discussion.** It was moved and carried by unanimous vote:

MOTION: Nick Huyck SECOND: Lynda Garlitz	Approve Deletion of the Third-Party Contract Policy Due to the Fact there is a MDOT and FTA Procurement Policy that Supersedes this Policy that has been Previously Adopted by EUPTA
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- **April 2023 Meeting: Discussion.** It was moved and carried by unanimous vote:

MOTION: Nick Huyck SECOND: Lynda Garlitz	Approve the April 2023 Meeting be Moved to Thursday, April 6, 2023 at 10:30 a.m.
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- **Vehicle Purchase:** Finance Director, Akemi Gordon, handed out financial explanation of purchase of local funds. Depreciation of assets purchased with local funds is eligible for reimbursement. Our 2010 Ford Fusion is deemed by our mechanics to be not fit to drive passengers any longer and has been removed from fleet. Discussion. It was moved and carried by unanimous vote:

MOTION: Joe Henne SECOND: Nick Huyck	Purchase two additional vehicles for RTW with EUPTA Local Funds. One to replace the out of service vehicle and an additional vehicle to enhance the RTW service availability.
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- Interruption of Service Policy: Discussion. Proposing policy or procedure for interruption of service. Ferry Captain write a detailed report of why interruption of service so there are not any questions. Addition to procedure. It was moved and carried by unanimous vote:

MOTION: Lynda Garlitz SECOND: Nick Huyck	Add procedure to have the Captain-in-Charge write a written report of interruption.
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11. Board Comment:

- Lynda – Asked about the contract Neebish for 6-8 months and would like to start the process now so someone can commit now and train in good weather vs. bad weather. Start addressing now. Also, would like to put into place a contingent plan to staff with own people. Two options to contract out or staff in-house.
- Joe Henne – Can we initiate cost fare increase? Administration looking at October 1st FY2023 for a plan with a small increment.

12. Adjournment: It was moved and carried by unanimous vote:

MOTION: Joe Henne SECOND: Brandon Wheeler	Adjourn the meeting at 12:10 PM.
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Lynda Garlitz, Secretary


Bonnie Kaunisto, Recording Secretary
Board Approved: