Eastern Upper Peninsula Transportation Authority
Board Meeting Minutes
10/7/2025

I. Call to Order:

Board Chair, John Waltman, called the October 7, 2025 meeting of the Eastern Upper Peninsula Transportation Authority Board to order at 10:30 a.m.

II. Roll Call was taken:

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

MEMBERS ABSENT: Jeff Middlestead (excused), 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: Lynda Garlitz SECOND: Joe Henne	Approve agenda with deletion of purchase of vehicles in Director's Report

V. Public Comment:

- None

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

MOTION: Joe Henne SECOND: Lynda Garlitz	Approve the September 5, 2025 Regular Meeting Minutes as presented.

VII. Finance Director Report:

- Ms. Gordon fielded questions on the A/P and EFT transfers for August 2025.
- Ms. Gordon stated that EUPTA finished Fiscal Year 2025 on September 30th and she will have a draft for next month. The FY2025 Report will be marked draft until the audit. GASB 68 is the biggest adjustment which is the unfunded pension liability.
- Bussing had a 16% increase in contract and cash fares and 12% increase in the passengers. The general liability shows an increase from FY2024, as we received a refund from the insurance pool. The entire pool is for all of Michigan transit. If there are a lot of claims, then that affects all agencies as well. In FY 2025 we did not receive a refund. Michigan Transit Pool is administered by an insurance company. NEMT continues to do very well and is covering costs with surplus.

- October 1, 2025 Kathy officially began as the mobility manager. Lori has started to take over Kathy's duties. EUPTA will be reimbursed for 100% of costs through the grant. Travel, office, supplies, etc. are covered 100% for mobility manager position.

- Ms. Gordon discussed depreciation numbers. 98% of assets are covered by federal and state grants.
- Ferries: August fares were up 2% and 1% for year. Vehicle counts were down for month and year. Overall fares increased 2%, but Sugar and Neebish are operating at a loss.
- Ms. Gordon is currently researching various banks for better rates on CDs. She is looking at money markets better rates and continues to research to spread our cash assets out. This is good practice to diversify for both safety and security.
- Last month the board approved to bid out for 2 SUVs, and we received 3 bids. Fox Motors out of Marquette won bid for two vehicles.
- Finance Director's Report: Discussion; It was moved and carried by unanimous vote:

MOTION: Lynda Garlitz SECOND: Joe Henne	Approve August A/P and EFT Transfers, August Financial statements, and Finance Director's Report as presented

VIII. Director's Report:

- Drummond V Naval Architect Update: Director Paramski is happy to report that the contract went through and is out of office of commission audit. They had requested information and were provided what they needed on the same day. Next on the schedule is a scoping meeting. Mark Pudlo will design the new boat. He designed the Neebish III and was involved in the Drummond IV. He is very aware of EUPTA preferences and needs for our docks, area, and conditions. They have a small staff and we feel this is a custom fit. His firm is extremely competent architect firm for a fraction of the price of other firms. This was approved on October 2, 2025.
- Neebish III Repair – Director Paramski reported that the crew had reported there was black smoke from the boat and it was running hot. The mechanics were able to diagnose a blown turbo on one of the main engines. This is a major repair on a new boat. We did not have a spare turbo part but the mechanics were able to take one off of the spare engine in storage. The turbo replaced in a couple of hours with little downtime. Mechanics and captains worked well to make this a smooth process without affecting our customers. We currently have two turbos on order. This was not part of the warranty, but we were able to use grant money to purchase the two turbos. This was a sole source procurement approved quickly by MDOT. All went well and turbos should be delivered this week.
- Point of Sale Update – EUPTA is currently in the process of trying to procure new devices for POS on the ferries. There have been issues with our current Point of Sale system with limited customer support. They are also discontinuing supporting the current device we are using in 2026. We have a contract with Arcadis to find the best Point of Sale system that will work with our ferry system. We are looking forward to contracting with a vendor that will provide better products and customer support as well as support a quick and seamless transition.

- DeTour Historical Museum Lease Agreement. Discussion

MOTION: Joe Henne SECOND: Lynda Garlitz	Approve 25 Year Lease as presented with the DeTour Historical Museum

- State of Michigan Budget Update – The budget directly affects EUPTA bussing. Many directors across the state (including Ms. Gordon and Mr. Paramski) attended the MPTA legislative event to advocate for transportation. The association feels like it made a difference. We are fortunate that an additional 45 million was approved for the budget and refilled the reimbursement rate and kept it alive for another year. Increases are needed for the next five years. There was another line item of 35 million but not we are not sure how it is going to be allocated yet. This all was very good news. The 45 million keeps the rate flat. Budgets continue to grow and 45 million keeps us level but it is not keeping up with inflation. Transit continues to grow, but state is not keeping up with the funding. Director Paramski discussed the Damoose line item in the State budget, as of right now, we have not heard anything, since the approved budget. The line item is in there for conversation, but with no dollars attached to it.
- Drummond III Update: The ferry is still in drydock. A pressure test was passed for fuel tanks. Most of the welding is done, including frame welding. Three annual inspections are finished and one to go.

IX. Old Business

- Policy Review – Cell phone Policy.

Cell Phone Policy: Discussion; It was moved and carried by unanimous vote:

MOTION: Lynda Garlitz SECOND: Joe Henne	Approve cell phone policy with changes as presented

X. New Business:

- Director Paramski informed board of Drummond Islander IV personal injury accident that happened on August 15, 2025.

XI. Board Comment:

- Joe Henne
- Director Paramski introduced Lori Padgett as the new EUPTA office assistant

XII. Adjourn: It was moved and carried by unanimous vote to:

MOTION: Joe Henne SECOND: Lynda Garlitz	Adjourn the meeting at 11:45 AM

Lynda A. Garlitz

Lynda Garlitz, Secretary

Bonnie Kaunisto

Bonnie Kaunisto, Recording Secretary

Board Approved: 11 04 2025