

Board Meeting Minutes

DATE: Monday December 5, 2016

PLACE: 4001 I-75 Business Spur
Sault Ste. Marie, MI 49783

MEMBERS PRESENT: Ted Postula, Frank Sasso, Jack Kibble and John Waltman

MEMBERS ABSENT: Greg Schultz

ADMINISTRATIVE Akemi Gordon, Pete Paramski, Kathy Neubert and Lynda Schexnayder

STAFF PRESENT:

ADMINISTRATIVE James Dunn
STAFF ABSENT:

OTHERS PRESENT: See attached sheet

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I. CALL TO ORDER

The meeting was called to order at 4:03 p.m. by Chairman Sasso. All directors were present with the exception of Luce County board member Greg Schultz.

II. PUBLIC COMMENTS

There were no public comments.

III. APPROVAL OF BOARD MINUTES

With regard to the Board Meeting Minutes for November 7, 2016 ; **IT WAS MOVED** by Director Kibble; **SUPPORTED** by Director Postula to approve said minutes. **UNANIMOUS**. Motion carried

IV. FINANCIAL REPORT

IN GENERAL

Director Gordon reported that she had updated signature cards for Central Savings Bank and DDCU. Next month she will have mBank and CCCU.

Director Gordon went over the electronic transfer report and reported to the board members that Anderson Tackman would be here all week conducting their annual audit.

Director Gordon discussed the Interlocal agreement. **IT WAS MOVED** by Director Kibble, **SUPPORTED** by Director Waltman to adopt said agreement. **UNANIMOUS**. Motion carried.

BUS SYSTEM

Director Gordon reported that EUPTA's revenue and expenses for the month of October are within a percent compared to last October. Passengers were slightly up in total.

FERRY SYSTEM

Fare revenue increased 5.61% from a year ago. Vehicles increased 2% with passengers up 3%.

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V. DIRECTOR'S REPORT

FERRIES:

Director Paramski reported that a 3rd party contract is in place with Gilbert & Associates for the Sugar Island II vessel design and that the contract completion date was extended to 3/20/17.

Paramski reported that EUPTA will be approximately \$33,000 over contract amount on the Sugar Islander II dry dock project. Paramski reported that he is working with our Project Manager to secure additional funding. He also reported that the ferry will need to go back into dry dock to repair a cooler that began leaking. MCM Marine will contact EUPTA when they are available to do the repair.

Paramski reported that the Coast Guard conducted an audit of the drug program at the EUPTA office on 11/9/16. The audit went very well and the auditors stated that Lynda was very organized and should do training when she retires. Paramski also reported that there will be a Coast Guard Inspection on the Drummond Islander IV on 12/6/16.

Busses:

Director Paramski reported that two new buses have been ordered and should be in around April 2017. He also reported that the new lift van for Newberry should be in before the end of the Calendar year.

General:

Director Paramski discussed the Request for Qualifications for facility upgrades. Chuck Lindstrom will be coming to EUPTA on 12/15/16 to open and assess all bids.

Paramski reported that a nice retirement party was held for Chuck Moser and Lynda Schexnayder last week. Lynda stated that it was a pleasure working for EUPTA for the past 19 years.

Director Paramski reported that he and Director Gordon had met with the Union regarding a wage

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reopener. A 2% wage increase is recommended for full time Union employees, retroactive to 2/1/16. **IT WAS MOVED** by Director Kibble, **SUPPORTED** by Director Postula to approve said recommendation. **UNANIMOUS**. Motion carried.

A 2% wage increase retroactive to 2/1/16 for full time administrative staff was also recommended. **IT WAS MOVED** by Director Kibble, **SUPPORTED** by Director Postula to approve said recommendation. **UNANIMOUS**. Motion carried.

Director Paramski reported that EUPTA is having a hard time recruiting and maintaining bus drivers. He reported that all drivers are part time and are paid on a 3 tier scale. Paramski reported that a comparison was done with two other transportation agencies. The other agencies receive yearly wage increases and pay for CDL and licensure fees.

At this time a \$1.00 per hour wage increase was recommended effective 12/5/17. It was also recommended that drivers who work the following holidays receive time and a half: Martin Luther King Day, President's Day, Columbus Day and Veteran's Day. It is also recommended that EUPTA reimburse staff the cost of any licensure and testing required of our bus drivers from this date on. **IT WAS MOVED** by Director Kibble, **SUPPORTED** by Director Postula to approve said recommendation. **UNANIMOUS**. Motion carried.

Director Paramski discussed meeting dates for 2017. It was recommend that the board meet on the first Wednesday of the month. After much discussion, **IT WAS MOVED** by Director Postula, **SUPPORTED** by Director Kibble to approve said recommendation. **UNANIMOUS**. Motion carried.

VI. ATTORNEY'S REPORT

None

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VII. ADJOURNMENT

Being no further business to come before the Board, **IT WAS MOVED** by Director Kibble; **SUPPORTED** by Director Postula to adjourn. **UNANIMOUS.** Motion carried. Meeting was adjourned at 4:55 pm. The next regular board meeting is scheduled for **Wednesday** January 4th at 3:00 p.m.

Ted Postula, Sec. /Treas.

Prepared By: Kathy Neubert