



## **EASTERN UPPER PENINSULA TRANSPORTATION AUTHORITY**

4001 I-75 Business Spur

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# **Board Meeting Minutes**

**DATE:** Tuesday, January 8th, 2019

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

**MEMBERS PRESENT:** Jennifer McLeod, John Waltman,  
Jack Kibble and Phyllis French

**MEMBERS ABSENT:** Conner Egan

**ADMINISTRATIVE  
STAFF PRESENT:** Akemi Gordon and Kathy Neubert

**ADMINISTRATIVE  
STAFF ABSENT:** Pete Paramski (attending a conference)

**OTHERS PRESENT:** None

**I. CALL TO ORDER**

The meeting was called to order at 10:30 a.m. by Trustee Waltman.

**II. ROLL CALL OF TRUSTEES**

All trustees were present with the exception of Trustee Egan. Trustees welcomed new board member Jennifer McLeod.

**III. ADDITIONS/DELETIONS TO AGENDA**

None.

**IV. APPROVAL OF BOARD MINUTES**

With regard to the Board Meeting Minutes for December 4th, 2018; **IT WAS MOVED** by Trustee French; **SUPPORTED** by Trustee Kibble to approve said minutes. Trustee McLeod abstained from voting as she is a new member and did not receive a copy of the minutes. Motion carried

**V. PUBLIC COMMENT:**

None

**VI: FINANCIAL REPORT:**

**IN GENERAL:**

Finance Director Gordon presented the electronic funds report.

EUPTA will soon be working on the 2020 application for our Bus and Ferry operating and capital needs as well as the JARC grant.

Gordon discussed the Act 88 agreement which is a coordination of benefits with governmental agencies. Gordon stated that it does not cost EUPTA anything and that it is also a good recruitment tool.

**IT WAS MOVED** by Trustee Kibble; **SUPPORTED** by Trustee Waltman to adopt Act 88 agreement. **UNANIMOUS.** Motion carried.

**BUS SYSTEM:**

Gordon reported that overall revenue for the bus system is up 11.87% with expenses down 2.63%. this can be attributable to a refund we received from our insurance pool of \$9,479.60 of which \$7,678.47 is attributable to the bus system.

**FERRY SYSTEM:**

Gordon reported that fares are up for the two months of October and November 5%, vehicles and passengers are also up 5% and 6% respectively. We're going into our winter months where our expenses exceed our revenues. We are currently in the red by \$3,200 compared to \$8,400 a year ago.

**VII. EXECUTIVE DIRECTOR'S REPORT**

**GENERAL:**

Director Paramski was attending The Great Lakes Captain's Association meeting in Traverse City and was not present for the meeting. Finance Director Gordon read his report in his absence. Paramski as well as several EUPTA captains and one of the mechanics are in attendance. This event, formerly known as "industry Days" is a great opportunity for staff to share open verbal dialogue with key USCG staff. During the day there is an informative agenda with various Coast Guard and Industry speakers. In the evening there are events to promote networking and interaction with peers and the Coast Guard. Paramski noted that staff also pick up required training at this event such as HazMat training and CPR.

Congratulations to John Waltman on his appointment to the EUPTA Board and also to Jennifer McLeod for her recent appointment.

Paramski and Gordon attended the Rural Task Force #11 meeting at the Chippewa County Road Commission office before the holidays. These RTF meetings are the vehicle used to appropriate Federal funds to the agencies that make up the RTF. Our RTF consists of Act 51 eligible agencies such as Chippewa County Road Commission, Mackinac County Road Commission, Luce County Road Commission, Village of Detour, Dial A Ride in Mackinac County and EUPTA. As usual EUPTA made out very well at this meeting and received support from the group on our rest for new busses, transit vans and some miscellaneous items such as tires and AED's. We have a very favorable relationship with our RTF membership and they treat EUPTA well.

We have been working on budgeting for future years out as our annual application is due in February and we have also been notified that we will once again be receiving the FBP funding through FHWA in the amount of approximately \$670 thousand dollars. At the moment we look to budget this towards a property and a new facility. We do have a fairly significant re-power/drying docking project forthcoming with the D-III and some money may be needed from this funding to complete this project as well.

**FERRY SYSTEM:**

Paramski reported that at the moment it appears we are in very good shape regarding ice conditions in the river. Mother nature must have had sympathy on us after last year and has dished up some nice, milder weather. Paramski has been keeping in periodic communication with Mark Gill over at VTS and he and his unit have been diligently monitoring the satellite images of the ice formations on Lake Superior and there is basically none other than a little bit in the far western tip of the Lake by Duluth and the Western U.P. where they have experienced some much colder temperatures. The new ice breaker crews have been out merely performing training runs. Barring a drastic change in weather we should make it to the end of shipping season with no interruptions due to ice conditions. What a difference a year can make.

Paramski reported that Fuel Bid Solicitations went out for the Ferry operations. There were five solicitations which include Autore, Crystal Flash, Johnson Oil, blarney-Castle, and Frist. The bids are due 1/11/19. EUPTA has approximately \$150-thousand-gallon annual fuel consumption. Paramski noted that EUPTA has spent approximately \$363 thousand dollars on diesel on our boats last year. Paramski feels that EUPTA can save a considerable amount of money by bidding this out. Currently Johnson Oil has been fueling the Drummond IV and Autore has been fueling everything else. Paramski noted that EUPTA has been fielding some bid inquiries so there will be interest.

Paramski reported that after speaking with some of our counter parts at the recent Great Lakes Region PVA conference, EUPTA has decided to at least pursue on-boarding our own Naval Architect for the design of a new vessel for Neebish Island in lieu of paying Champion (Harsens's Island) Ferry royalties for their plans. Both options are still open but there were enough little things we would need changed on the champion Ferry design that we would still need to bring a Naval Architect on-board to make the revisions and most likely go through the USCG approval process again. There may not be the cost savings we were hoping after that. Paramski is working with MDOT now on a Request for Qualification for this service and hopes to have it out very soon.

We are still waiting for award on our Cat. F dollars for the project at the Sugar Island mainland dock and approach road. As mentioned at the last board meeting, it came in over the allowable 10% over the Engineer's estimate so it now has to be justified then the justification sent to the State Transportation Commission for approval. This should happen very soon as the justification has been

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completed and EUPTA helped with the write-up process. Paramski is assuming that this will happen at the January State Transportation meeting.

**BUS SYSTEM:**

EUPTA continues to try to fill bus driver positions. We are currently training a new driver in the Sault and also are in the process of on-boarding a fill-in temporary driver in Newberry.

**VIII. BOARD COMMENT:**

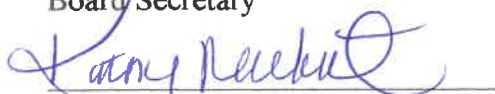
Trustee Kibble recommends that EUPTA plan something for former Chairman Sasso to recognize his numerous years of service on the EUPTA board.

**X. ADJOURNMENT**

Being no further business to come before the Board, **IT WAS MOVED** by Trustee French; **SUPPORTED** by Trustee Kibble to adjourn. **UNANIMOUS**. Motion carried. Meeting was adjourned at 11:07 a.m. The next regular board meeting is scheduled for **Tuesday February 5th at 10:30 a.m.**



Board Secretary



Prepared By: Kathy Neubert