



EASTERN UPPER PENINSULA TRANSPORTATION AUTHORITY

4001 I-75 Business Spur

Sault Ste. Marie, MI 49783

Phone: (906) 632-2898 Fax: (906) 632-0988

Email: euptatrans@eupta.net Web: www.eupta.net

Board Meeting Minutes

DATE: Tuesday, March 5th, 2019

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

MEMBERS PRESENT: Conner Egan, John Waltman,
and Phyllis French

MEMBERS ABSENT: Jennifer McLeod and Jack Kibble both excused

**ADMINISTRATIVE
STAFF PRESENT:** Akemi Gordon, Kathy Neubert and Pete Paramski

**ADMINISTRATIVE
STAFF ABSENT:** None

OTHERS PRESENT: See Attached

I. CALL TO ORDER

The meeting was called to order at 10:31 a.m. by Trustee Waltman.

II. ROLL CALL OF TRUSTEES

All trustees were present with the exception of Trustee McLeod and Trustee Kibble.

III. ADDITIONS/DELETIONS TO AGENDA

None.

IV. ANDERSON TACKMAN AUDIT RESULTS

Amber from Anderson Tackman presented the Audit results and EUPTA's financial statements were materially accurate and EUPTA was issued a clean and unbiased opinion.

V. ELECTION OF OFFICERS

It **WAS MOVED** by Trustee Egan; **SUPPORTED** by Trustee French to table election of officers until all board members are present. Motion carried.

VI. PUBLIC COMMENT:

Don McLean County Commissioner spoke about a meeting that they had at UPCAP recently. UPCAP talked about having Ford Transit vans that are handicap accessible that are available to communities to transport people to appointments. Commissioner McLean stated that this program provides the van and the community has to provide the driver, the gas, oil, etc. Trustee French was also at the meeting and stated that the communities have the option of providing transportation at no charge or charging the customer. Commissioner McLean said he thought that possibly this program could connect with EUPTA busses to enhance transportation.

VII. APPROVAL OF BOARD MEETINGMINUTES

With regard to the Board Meeting Minutes for January 8th, 2019 IT **WAS MOVED** by Trustee French; **SUPPORTED** by Trustee Egan to approve said minutes. Motion carried

VII: FINANCIAL REPORT:

IN GENERAL:

Finance Director Gordon presented the electronic funds report for the last two months as there wasn't a meeting in February due to weather.

Gordon presented a marine operations resolution of intent and a bus operations resolution of intent for fiscal year 2020 application. These resolutions were due to the state on 2/15/19 but EUPTA received an extension as the February Board meeting was cancelled.

IT WAS MOVED by Trustee French; **SUPPORTED** by Trustee Egan to approve said resolutions **UNANIMOUS**. Motion carried.

Gordon also handed out a resolution that EUPTA would like to present to Frank Sasso. Frank was a dedicated Board member and served on the EUPTA Board for 36 years.

IT WAS MOVED by Trustee Egan; **SUPPORTED** by Trustee French to approve said resolution thanking Frank Sasso for his wonderful service on the EUPTA Board. **UNANIMOUS**. Motion carried.

Gordon stated that Frank was one of the signatories on the EUPTA accounts. Gordon stated that she spoke with Trustee McLeod regarding adding her name to the accounts and all EUPTA CD's and she has agreed. Gordon stated that Trustee McLeod is local and EUPTA needs two signatures on all checks. Pete Paramski and John Kibble will remain as signatories on all accounts in addition to Jennifer.

IT WAS MOVED by Trustee French; **SUPPORTED** by Trustee Egan to remove Frank Sasso and add Jennifer McLeod to the CD's and all signature card for EUPTA. **UNANIMOUS**. Motion carried.

Gordon stated that the Corrective Action Plan for the unfunded pension liability was approved by the Municipal Stability Board. (Michigan Department of Treasury)

Gordon passed out bussing and ferry graphs for the first quarter of the fiscal year being October, November and December 2018.

BUS SYSTEM:

Gordon reported that overall fare revenues are up 26%. Gordon stated that this can mostly be

attributable to the new runs EUPTA added and contracted with the Sault Tribe as well as increased ridership with our regular passengers due to reliable bus drivers. EUPTA'S expenses are down around \$7,500 compared to a year ago. Gordon stated that EUPTA received a nice refund from our Michigan Transit Pool which reduced our overall expenses.

FERRY SYSTEM:

Gordon reported that overall fare revenue, vehicles and passengers are up this year. Although we are comparing it to last year which included a time period of service interruptions due to the ice. Expenses are down compared to last year.

VIII. EXECUTIVE DIRECTOR'S REPORT

GENERAL:

Director Paramski reviewed the Board Meeting Agenda Policy. Paramski suggested making the following changes to the policy. *Items requested by a member of the public to be considered for the meeting agenda, must be received no later than ten (10) business days prior to the meeting.* Trustee Egan recommended at some point EUPTA review all of their current policies and make necessary changes.

IT WAS MOVED by Trustee Egan; **SUPPORTED** by Trustee French to make the above changes to the Board Meeting Agenda Policy. **UNANIMOUS.** Motion carried.

Paramski informed that board that over the past couple of months EUPTA bid out its marine diesel fuel contract. Paramski stated that a specification was written up and the way it was written was for the fuel companies to bid so many cents over rack unit price. EUPTA could award all to one provider or split it up. EUPTA solicited five different fuel companies and received three quotes back. Bids came in from Johnson Oil, Crystal Flash and Autore Oil. The winning fuel bid was split between Johnson Oil and Crystal Flash. Johnson Oil will be servicing Drummond Island and Crystal Flash will be servicing Sugar Island and Neebish Island. This hopefully will be a huge cost savings to EUPTA.

Paramski stated that he and Gordon sat in on the Union wage reopener meeting a couple of months ago with our union ferry representatives and a rep from the United Steelworkers Union. By contract, the Union has the option of reopening their wage each year. It was agreed upon that wages would be frozen for the upcoming fiscal year. Paramski stated that he and Gordon showed the Union some numbers as to where EUPTA is right now with expenses and an increase in health insurance costs. Trustee Egan asked if Paramski handled all of the negotiations. Paramski stated that historically this has always been handled by Chairman Sasso. This past year Paramski and Gordon sat in on the

negotiations. Egan asked if there was a strategy going forward and if Paramski would like a board member to be on the committee. Paramski left this up to the board and Egan stated this could be discussed when Election of Officers takes place.

Paramski stated that EUPTA will be changing out the hydraulic cylinder oil at all the docks this summer. EUPTA will be changing to a bio-degradable oil from conventional oil. Once the change is made, EUPTA will be on a registry with the USGC and in the event of a spill the USCG will see that there is no environmental danger.

Paramski and Gordon will be attending the annual Legislative breakfast in Lansing March 21st, 2019. Paramski stated that they will have an opportunity to sit down with the Legislators and talk about the funding needs and changes.

Trustee Egan asked if there were any individual meetings set up with Legislators. Paramski stated that there weren't individual meetings set up however they will all be there. Paramski also stated that when they do meet with them when they are in our area. Egan stated that he would like to have Speaker Chatfield attend one of EUPTA's Board meeting.

Paramski stated that three weeks from Monday will be the opening of the Soo Locks. There is a lot of ice on the Great Lakes right now. Paramski stated that we are preparing for the worst and hoping for the best.

Paramski stated that through favorable bid monies from the Rural Task Force, EUPTA was able to purchase a new copy machine.

FERRY SYSTEM:

Paramski gave an update on the Neebish Islander III project. He stated that the Request for Qualifications has been sent out to bring a Naval Architect on board for the design of the new vessel. The RFQ's are due March 8th 2019 at 4:00 p.m. Paramski noted that EUPTA has solicited eight Naval Architects and have also advertised in three different periodicals.

VIII. BOARD COMMENT:

Trustee French stated she will not be at the next meeting.

X. ADJOURNMENT

Being no further business to come before the Board, **IT WAS MOVED** by Trustee Egan; **SUPPORTED** by Trustee French to adjourn. **UNANIMOUS**. Motion carried. Meeting was adjourned at 11:30 a.m. The next regular board meeting is scheduled for **Tuesday April 2nd at 10:30 a.m.**

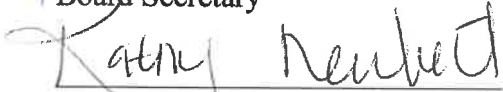
Board Meeting

Page 6

March 5th 2019



Board Secretary



Prepared By: Kathy Neubert