

EASTERN UPPER PENINSULA TRANSPORTATION AUTHORITY

4001 I-75 Business Spur

Sault Ste. Marie, MI 49783

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Board Meeting Minutes

DATE: Tuesday January 9, 2018

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

MEMBERS PRESENT Frank Sasso, John Waltman,
Phyllis French and Conor Egan.

MEMBERS ABSENT: Jack Kibble

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

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

OTHERS PRESENT: See attached sheet

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I. CALL TO ORDER

The meeting was called to order at 2:03 p.m. by Chairman Sasso.

II. ROLL CALL OF TRUSTEES

All trustees were present with the exception of Trustee Kibble.

III. PUBLIC COMMENT

None

IV. APPROVAL OF BOARD MINUTES

With regard to the Board Meeting Minutes for December 5th 2017; **IT WAS MOVED** by Trustee French; **SUPPORTED** by Trustee Egan to approve said minutes. **UNANIMOUS**. Motion carried.

V. FINANCIAL REPORT:

IN GENERAL:

Finance Director Gordon and Executive Director Paramski will be working with EUPTA's Project Manager in the next few weeks on filing and submitting EUPTA's 2019 annual applications for the bus service, ferry service and JARC program.

Anderson Tackman was at EUPTA in December to complete the audit. As of right now they will be at the February board meeting to present and report the audit.

BUS SYSTEM:

EUPTA had an increase in passengers in both Chippewa and Luce County. The financial statement on page 5 shows the 2 months into our fiscal year. The salaries and wages line item are significantly higher because we had 3 pay periods in November this year and only 2 last year.

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FERRY SYSTEM:

Both vehicles and passengers were down in November but if you look at FYE 14, 15 and 16 we're right in line with those years. Again, on page 8 & 9 the wages line item shows a significant increase but there is an extra pay period in November.

The fuel line item is up a bit. We were still fueling the Drummond III quite frequently.

VII. EXECUTIVE DIRECTOR'S REPORT

FERRY SYSTEM:

Executive Director Paramski was attending an out of town conference and provided the following report:

The Drummond Islander IV was back in its normal area of operation at DeTour Village/Drummond Island on 12/21/17. The project is 100% complete. Final Power Trials along with our Annual Inspection have been successfully completed by the USCG. Logistically the project went remarkably well considering the work that needed to be conducted involved many different entities in very tight quarters. The project was slightly over contract date and budget but considering what all took place and the time of year work commenced, I consider it a huge success and feel very lucky to have all work 100% complete. The crew at Drummond has begun training on the new equipment and they are adjusting well. The consensus from the crew is that it is a big improvement. It is the consensus of our mechanics, captain and Paramski that EUPTA received a very quality job.

The Sugar Islander II experienced a delay over the Holidays where we had about a five (5) hour shut down. This was caused by the rudder freezing up. We have identified why we think it froze and have taken measures to eliminate this threat in the future

BUSSING:

EUPTA met again with the Sault Tribe, Wendy Hoffman in hopes of obtaining grant funding to help meet some expanded transportation needs of theirs. This could potentially lead to additional funding to increase our routes, service, head-count and possibly our fleet.

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On 1/3/18 EUPTA had a Tri-Annual FTA Audit. This consists of an MDOT Representative coming into our facility and reviewing our procurement procedures for procuring items with Federal dollars, how we perform vehicle maintenance and they also reviewed the administration of our Drug and Alcohol program. EUPTA came out of the audit very well with only a few corrective actions necessary. This speaks well for our maintenance and Administrative. Staff. Kudos to them.

On 1/2/18 Jeromy Pederson was hired full time. He is a native of the area and comes highly recommended. Jeromy will be assuming duties of a full-time bus driver along with other miscellaneous duties such as light duty mechanic, custodian, general facility maintenance, etc. He is currently studying and working towards acquiring his CDL and P endorsement. We welcome Jeromy Pederson.

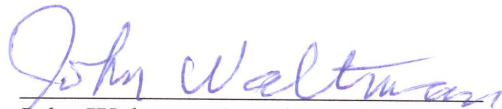
GENERAL:

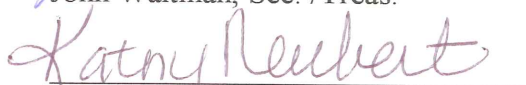
Paramski traveled to Lansing and met with MDOT OPT about future funding scenarios for Marine Capital and future procurement process needs. EUPTA's MDOT Project Manager, Chuck Lindstrom also attended with Paramski. The meeting was productive and progress was made.

Toni Blanford has retired as of Dec. 27th. Bonnie Kaunisto has assumed her duties and is doing very well.

VIII. ADJOURNMENT

Being no further business to come before the Board, **IT WAS MOVED** by Trustee Waltman **SUPPORTED** by Trustee French to adjourn. **UNANIMOUS**. Motion carried. Meeting was adjourned at 3:15 pm. **The next regular board meeting is scheduled for Tuesday February 6th at 2:00 p.m.**


John Waltman, Sec. /Treas.


Prepared By: Kathy Neubert