

Eastern Upper Peninsula Transportation Authority
Board Meeting Minutes
5/6/2025

I. Call to Order:

Board Chair, John Waltman, called the May 6, 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, Joe Henne, and Jeff Middlestead

MEMBERS ABSENT: 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	Add closed session for employee and Union issue after Policy Review.
--	--

V. Public Comment:

- James Geyer
- Jim Traynor
- Phyllis Reed
- Lori Miller
- Janae Danzy

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

MOTION: Lynda Garlitz SECOND: Jeff Middlestead	Approve the April 8, 2025 Regular Meeting Minutes as presented.
---	---

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

MOTION: Lynda Garlitz SECOND: Joe Henne	Approve the April 8, 2025 Closed Session Meeting Minutes as presented.
--	--

VII. Finance Director Report:

Ms. Gordon discussed the A/P and EFT transfers for March 2025.

Bussing: There was a 10% increase in passengers for the month of March.
We received notification from MDOT of funding for 5 vehicle replacements.
This would replace 3 buses, 1 transit van and 1 SUV for NEMT (Non-Emergency

Medical Transfers). This will be funded with Section 5339 Bus and Bus Facility grants.

We also have 1 minivan out for bids to replace the one in Newberry. The Newberry minivan is being funded with State and Federal grant money.

Ferry System: The Jeep the Yoop (formerly Jeep the Mac) is taking place this weekend on Drummond Island, May 10th.

Fares for March decreased 3% for the month and we're just over \$1,100 increase for the year.

Vehicle and passenger traffic decreased 2% and 3% respectively for the first six months.

Graphs: The first graph breaks down the category of our riders for the Chippewa and Luce bus system and the different fares.

The next graph breaks down our fare revenue and passenger count for the past 5 years.

The following three graphs show each of the islands different type of fare revenue with further detail on the categories and passenger and vehicle counts.

MOTION: Lynda Garlitz	Approve March A/P and EFT Transfers and
SECOND: Joe Henne	the Finance Director's report.

VIII. Director's Report:

- Director Paramski stated that the deadline for submittal for the RFQ's for the design of the new Drummond Islander V have passed. EUPTA has received submittals from Elliot Bay Design Group out of Seattle Washington, Sea Craft Design from Sturgeon Bay Wisconsin, Pelican Marine Design out of St Rose Louisiana and Total Tec Inc from Appleton Wisconsin. Paramski stated that they are four very competent firms. The next step will be a panel selection will independently score each submittal and then all scores will be averaged, the highest scoring firm will be submitted to Lansing for approval. Trustee Middlestead asked who would be on the independent panel.
- Paramski spoke about the R.O.W. easement agreement that EUPTA currently has with ATC. He stated that they requested more width and EUPTA granted the request. This is wetlands and can't be used for any type of building. ATC paid \$13,000 for the additional easement
- TSA was at EUPTA for part two of a security check. They planted a couple of book bags (suspicious pkgs) on the busses. The drivers found three out of the four bags. They will be back for a debriefing on May 23rd to address findings and talk about how to improve moving forward.

- EUPTA was awarded funding for a Mobility Manager position for fiscal year 2026. This position would coordinate rides with different agencies and get information out to the public regarding transportation. We are currently doing a lot of this with the Rides to Wellness program. This would also be a good opportunity for a succession plan for someone to learn the duties of the front office. This position is 100% funded through FTA and MDOT. Chairman Waltman asked about matching funds and Finance Director Gordon stated this position would be ineligible for State reimbursement since it's already 100% funded.
- Starlink is being installed at Sugar Island. We are currently experiencing difficulties with the cameras losing contact and the hand-held collection devices are also having connection difficulties.
- The annual Coast Guard inspections have been scheduled.
- The Drummond Islander III will be going into dry dock sometime this Spring.

IX. New Business

- Policy Review – Local Procurement Policy

MOTION: Lynda Garlitz SECOND: Jeff Middlestead	Accept the Local Procurement Policy as presented.
---	---

X. Closed Session: It was moved and carried by unanimous vote to:

MOTION: Joe Henne SECOND: Lynda Garlitz	Go into Closed Session to discuss an Employee and Union Issue and Union Items at 11:10 with a 5-minute recess beforehand.
--	---

XI. Open Session: It was moved and carried by unanimous vote to:

MOTION: Joe Henne SECOND: Lynda Garlitz	Move into Open Session at 11:45 am:
--	-------------------------------------

XII. Part time deckhand wage: Discussion. It was moved and carried by unanimous vote to:

MOTION: Jeff Middlestead SECOND: Joe Henne	Increase the part-time deckhand wage equal to a full-time deckhand with no captains' papers.
---	--

XIII. Board Comment:

- Jeff Middlestead

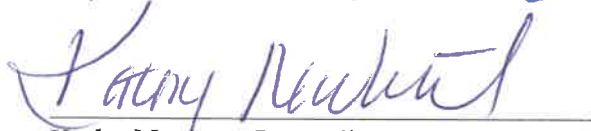
XIV. Adjourn: It was moved and carried by unanimous vote to:

MOTION: Lynda Garlitz

SECOND: Joe Henne

Adjourn the meeting at 11:50 AM


Lynda Garlitz, Secretary


Kathy Neubert, Recording Secretary

Board Approved: 7.01.2025