

Eastern Upper Peninsula Transportation Authority
Board Meeting Minutes
7/1/2025

I. Call to Order:

Board Chair, John Waltman, called the July 1, 2025 meeting of the Eastern Upper Peninsula Transportation Authority Board to order at 10:32 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: Joe Henne SECOND: Lynda Garlitz	Approve the agenda with addition to New Business: Summer Temp position and Full-Time Administrative position
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V. Public Comment:

- Jim Traynor
- Phyllis Reed
- Ann Earle
- Lori Miller
- Martinique Haller
- Kristi McFarland
- Sara Karasinski
- Jim Martin
- Ben Haller
- Cele Malpass
- Bob Malpass

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

MOTION: Lynda Garlitz SECOND: Jeff Middlestead	Approve the May 6, 2025 Regular Meeting Minutes as presented.
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VII. Closed Minutes: Discussion; It was moved and carried by unanimous vote:

MOTION: Jeff Middlestead SECOND: Joe Henne	Approve the May 6, 2025 Closed Session Meeting Minutes as presented.
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VIII. Finance Director Report:

Director Paramski discussed the A/P and EFT transfers for May 2025. Ms. Gordon emailed the financials to the board. In summary, ferries down 1% and bussing down 1%
Finance Director's Report: Discussion; It was moved and carried by unanimous vote:

MOTION: Lynda Garlitz SECOND: Joe Henne	Approve May A/P and EFT Transfers and the Finance Director's report as emailed
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IX. Director's Report:

- Director Paramski Drummond V Naval Architect. There is not a lot of change at this time. MDOT is currently reviewing the paperwork with pending approval. The timelines vary on procurement projects and it is never a fast process. We are currently waiting on MDOT's approval to be able to make award of contract. There is no money discussed at this time. Once selected on qualification, then onboarding will begin. We must follow MDOT and federal procurement guidelines
- Drummond III Update – The drydock is ahead of schedule. Currently, MCM is removing corrosion below the hatches. They rebuilt steering cylinders and cropped and replaced hull plating. They are working on the engine deck in the engine room. They lifted the ferry out of the water yesterday. They have replaced door frames in the pilot house. Fuel tanks have been emptied and scrubbed. The USCG doing walkthrough inspection today. Dry-Docks always have an element of unknown as you don't know everything that will be required for repair until the vessel is lifted out of the water and work commences. This can add money to the project quickly.
- Mobility Manager Update. EUPTA applied for a grant through MDOT which is also federally funded. The grant was a competitive process. The grant is for \$125,000 which includes funding wage and benefits, office space rental, travel, and etc. There are specific guidelines from MDOT for this grant. The funding becomes active on October 1, 2025. We would like to start the hiring process before this. We will fill Kathy's current position. The new hire will be cross trained to be able to cover for the three positions in the office.
- Neebish Update – On June 24, the weekend captain resigned and put us in scramble and have a plan to get through the summer. The two current captains will cover on days they are not working and Jamie Pringle will fill in on days the that have no coverage. We replaced some navigational equipment on Neebish and everything is back up and running. There are plans for Starlink to go to Neebish.
- Drummond IV annual inspection – This is comparable to the Super Bowl to our mechanics and crew. A few things had to be addressed, such as small oil leaks in engine room and a fuel line was rubbing. USCG provided the Drummond IV with a passing grade to continue to operate.

X. Old Business

- Policy Review – Equal Employment and Affirmative Action Policy Discussion; It was moved and carried by unanimous vote

• MOTION: Lynda Garlitz • SECOND: Joe Henne	Table policy Equal Employment and Affirmative Action Policy
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XI. New Business:

- Policy Review – Wage and Hour Law -Discussion: We are required by law to follow. It was moved and carried by unanimous vote

MOTION: Lynda Garlitz SECOND: Jeff Middlestead	Delete policy and follow the laws as required.
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- EUPTA Position Discussion: Summer Temp Position: Our part-time office/NEMT Driver will be leaving EUPTA. We will be hiring another full-time person with the funds from the grant. We would also like to hire a temporary, part-time person to fill in for answering phones, list of what we can do.
- Administrative Position Full-Time Hire -Discussion: It was moved and carried by unanimous vote

MOTION: Lynda Garlitz SECOND: Joe Henne	Start the process to fill the full-time administrative assistant position/
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- Temporary, Part-Time Administrative Position: -Discussion: It was moved and carried by unanimous vote

MOTION: Lynda Garlitz SECOND: Jeff Middlestead	Start the process to fill a part-time administrative position for July-September.
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XII. Board Comment:

- Joe Henne
- Jeff Middlestead
- John Waltman

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

MOTION: Joe Henne SECOND: Lynda Garlitz	Adjourn the meeting at 11:35 AM
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Lynda Garlitz, Secretary


Bonnie Kaunisto, Recording Secretary

Board Approved: 8.5.2025