

Eastern Upper Peninsula Transportation Authority
Board Meeting Minutes
8/5/2025

I. Call to Order:

Board Chair, John Waltman, called the August 5, 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, Brandon Wheeler and Jeff Middlestead

MEMBERS ABSENT: NONE

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: Jeff Middlestead	Approve the agenda with the addition to of DeTour Museum lease under the director report and add MERS Delegate Form under finance director report.
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V. Public Comment:

- Lori Miller

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

MOTION: Lynda Garlitz SECOND: Brandon Wheeler	Approve the July 1, 2025 Regular Meeting Minutes as presented.
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VII. Finance Director Report:

MERS Officer Delegate Form: Discussion; It was moved and carried by unanimous vote:

MOTION: Brandon Wheeler SECOND: Jeff Middlestead	Approve Finance Director Gordon to be the voting delegate for EUPTA at the MERS Annual Business Meeting.
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- Ms. Gordon fielded question on the A/P and EFT transfers for June 2025. The new vehicle in Luce County was purchased with 100% grant funding and it replaced their old van. Robinson & Son is the hull and liability insurance for all ferries.
- Ms. Gordon NEMT vehicles and the fact some of the vehicles have over 100,000 miles on them. We will need to replace them. We do have a grant in the fall to replace one of the vehicles. We have one contract for a vehicle coming up in

FY2025, FY2026, and 2 in 2028. Ms. Gordon distributed information with costs for two vehicles. We will put the older vehicles on MiBid. Ms. Gordon discussed the cost, reimbursement, and depreciation factors. EUPTA's cost would be \$2,400.00 per year over four years. The NEMT program more than covers cost of the vehicles. NEMT needs to have reliable vehicles to provide service for the customers. The MDOT vehicle replacement criteria is four years old or 100,000 miles. We would need to replace with local funds. We would like to put this an action item on the agenda for next month

- Ferry vehicle traffic is down 1% for the month and 2% for year. Passenger traffic is down 2% for June and 3% for year. Fares were up slightly in June. For the year, fares are down \$8,000 for all 3 ferries. Discussed 3rd quarter year to date graphs.
- Fiscal Year end is next month.
- Finance Director's Report: Discussion; It was moved and carried by unanimous vote:

MOTION: Lynda Garlitz	Approve June A/P and EFT Transfers and the
SECOND: Brandon Wheeler	June Financial statements

VIII. Director's Report:

- Drummond V Naval Architect Update: There was a slight bump in the road. The submittal went to Lansing, and was randomly selected for a audit review. This can be a slow and tedious process. There was nothing wrong, it is just that a certain percentage have to be audited, and our submittal was selected. We have selected a Naval Architect based on selection criteria in the RFQ. Price is negotiated after you look at qualification and select the firm. The selection committee consisted of Akemi Gordon (Finance), Pete Paramski (Director), and Brandon Rairigh (Lead Mechanic). We have not provided a formal notice of awarded contract yet. We received four bids and will announce the contracted bid once everything is MDOT approved.
- Mobility Manager Update: This position will be in addition to our current staff. The funding for this position is 100% federal money, therefore no cost to EUPTA. The position was approved and an advertisement for the position has been posted with an application deadline of August 15, 2025 for applications. There has been a lot of interest in the position and we still have a week to go. Advertisement. Indeed. Full time with benefits. Web page. Goal to have the position filled prior to Octboer 1st, 2025.
- Detour Museum Lease – This is an Agreement for the Maritime Museum at the Detour Dock. The current lease is for free. The agreement is that the volunteers for the museum do the custodial work for the bathrooms. The museum purchases the insurance for contents of the building and EUPTA insures the building. The lease was originally drafted for 25 years, from October 2000 – October 2025. We would like to put this on the agenda for next month to continue with the lease agreement, as it is a seamless relationship. EUPTA purchases the cleaning supplies and the museum is in charge of the custodial duties. This is a great cause to support . We would like to have something in writing to renew the lease. Trustee Henne would like to also look into what we

are paying for porta potties and cleanliness of washrooms. Discussed possible use of cameras, due to vandalism, and other issues.

IX. Old Business

- None

X. New Business:

- Policy Review – Cell Phone Use 1st Reading. Discussed old policy, formatted one and a new possible updated. 2nd reading next agenda. No action

XI. Board Comment:

- Lynda Garlitz
- Joe Henne
- Jeff Middlestead
- John Waltman

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

MOTION: Joe Henne

SECOND: Brandon Wheeler

Adjourn the meeting at 11:36 AM


Lynda Garlitz, Secretary


Bonnie Kaunisto, Recording Secretary

Board Approved: 9.5.2025