

EASTERN UPPER PENINSULA TRANSPORTATION AUTHORITY

4001 I-75 Business Spur

Sault Ste. Marie, MI 49783

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Board Meeting Minutes

DATE: Tuesday August 1st, 2017

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

MEMBERS PRESENT Jack Kibble, John Waltman, Frank Sasso,
and Phyllis French

MEMBERS ABSENT: Conor Egan

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

**ADMINISTRATIVE
STAFF ABSENT:** None

OTHERS PRESENT: See attached sheet

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I. CALL TO ORDER

The meeting was called to order at 2:34 p.m. by Chairman Sasso.

II. ROLL CALL OF TRUSTEES

All trustees were present with the exception of Trustee Egan.

III. PUBLIC COMMENT

Peggy Starr stated she had some concerns regarding the Sugar Island Ferry and asked questions regarding the 10 trip ticket elimination, pricing questions, Board member representation and job descriptions, an electronic punch system and ambulance service.

Executive Director Paramski responded to Ms. Starr and told her if she left her list of questions with him he would respond to her questions, however she did not leave the specific questions with Paramski.

Patrick Moher asked about operating costs of the ferry from one side to the other for Sugar Island versus Drummond Island. He also asked about an electronic swipe system so you don't have to wait to get your ticket punched. He stated it would be nice to be able to fill the card at Woody's gas station. Moher also stated that it is costly to live on the Island for young people and if we worked on a universal price for tickets it would facilitate people moving to the Island. Moher also asked that as the population ages what happens if our boat breaks and wanted to know why sometimes children are charged and sometimes they aren't.

Executive Director Paramski stated that Seniors on a fixed income will be the higher percentage of the population that will be affected by a price change. He also stated that the operating costs of the two boats are the same and the only difference is the cost in fuel. Drummond Island has more full paying customers and Sugar Island has more commuters. As far as a hand held device or some type of swipe cards, Paramski stated that EUPTA has to be able to differentiate what is going across and need to have the funding for this type of system.

IV. APPROVAL OF BOARD MINUTES

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

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V. FINANCIAL REPORT:

IN GENERAL:

Finance Director Gordon presented the electronic funds report.

Budgets - EUPTA should move on the budgets and amend if necessary in September in case there isn't a quorum at the next meeting. Gordon stated that the only thing she is waiting on is the health insurance rate renewal and that she budgeted a 5% increase.

BUS SYSTEM:

Fares for the month of June are down \$1,100 and YTD \$1,700 or 2%. EUPTA is providing the summer work program transportation again this summer and that continues to help with our income stream.

EUPTA had about \$9,800 left in the grant contract that was used for the Ford Transit van. We were able to request a contract modification and reprogram that money to buy tires for our busses and service vehicles and also some shop tools.

FERRY SYSTEM:

Drummond Island Ferry had an increase in fares, vehicles and passengers for the month of June. YTD fares are up 2%, vehicles are up 3% and passengers 1%.

Drummond Island has also recovered from their winter deficit.

Sugar Island experienced a decrease in all three categories for June, all due to the bridge project from last summer. Again if you compare it to 2015 fares for the month of June, it's almost identical but YTD they are up 8% for fares. Passengers and vehicles are also up.

A year ago Sugar had recovered from the winter deficit by June, this year they are still in the red.

VII. EXECUTIVE DIRECTOR'S REPORT

FERRIES:

Executive Directed Paramski reported that the RFP for Drummond IV is out. The selection has been

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made and submitted to Lansing and we are currently waiting for approval. Bids came from Basic Marine, Moran Iron, Great Lakes, and MCM Marie. Federal FTA//FHWA Grant money from 2013-2014 will cover this project.

Paramski brought up Trustee Egan's concern regarding the timing of the dry-docking project for the Drummond IV stating that it will hurt the Business Association and local businesses if we only have one ferry for Fall Fest. Paramski stated that he has a possible solution however would like the Board's input on which way to proceed. Paramski has met with the Coast Guard as well as others involved in this project to see if this would be feasible.

Scenario #1 would be to put the boat into the slip next to the dry dock and pull the engines right away which will take about 4-6 weeks for the engine work. With dry-dock work being done concurrently it would be a 10 week project.

Scenario #2 would be to get the boat into dry-dock and finish the dry-dock by October 12th and then take the boat out of dry-dock for 4 days to use for the Fall Fest. After Fall Fest put the boat back in dry-dock and finish any small repairs and start the engine rebuild which would mean the boat would be out of service for an additional 4-6 weeks. Paramski stated that a decision needs to be made if the majority want the boat for fall fest realizing that this will delay the engine work and the boat will be out of service for a longer period of time.

Paramski will get with Brad Kuusinen Head Captain at Drummond as well as Trustee Egan before a decision is made.

Paramski reported that the Drummond III dry-docking has been completed.

BUSSING:

EUPTA is again experiencing driver turn over. We are currently advertising for 2 bus drivers.

Paramski met with Rosemary Smith from Eagle 97. Smith stated that their radio station has traded bus advertising for free radio advertising. Paramski highly recommends that EUPTA do this to help increase the bus revenue. Paramski will work with Project Manager Chuck Lindstrom to ensure we are able to advertise on our busses.

GENERAL:

Paramski reported that an application 5339 for funding for new busses and a new facility was submitted. Although doubtful that money for a new facility will be approved, a facility application was prepared. He stated that he has found a location for a new facility in the Industrial Park area near the Airport. Paramski stated that the current EUPTA building is outdated, inefficient and that the roof is leaking. He stated this piece of property would be a much better choice over the property/building on 3 mile. He stated that the property on 3 Mile already has an existing building on it that would

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need to be tore down, the soil is all clay and you could not get city water or sewer. Paramski has met with Jeff Holt at the EDC. This parcel of property already has utilities and city sewer and water hook up would be at no charge. Holt did not have a price in mind for this parcel and stated he would approach his EDC board about the purchase of this property to EUPTA.

Paramski stated that a staff meeting was held earlier today and EUPTA will be implementing a new policy regarding sick and annual leave use and approval. The current process is very inconsistent and loose.

VIII. ADJOURNMENT

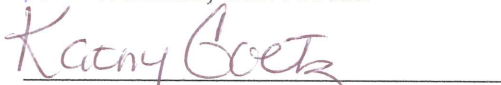
Being no further business to come before the Board, **IT WAS MOVED** by Trustee French **SUPPORTED** by Trustee Waltman to adjourn. **UNANIMOUS**. Motion carried. Meeting was adjourned at 3:52 pm.

Paramski asked if the meeting could be reopened to discuss meeting dates. Trustee French and Trustee Waltman both rescinded their motion and support to adjourn the meeting and the meeting was reopened at 3:53 p.m. A discussion took place regarding the day of the week that works best for the monthly Board meetings. It was agreed upon that the first Tuesday of the month at 2:30 p.m. would work best for all members. **IT WAS MOVED** by Trustee French to change the day of the week of the monthly Board meetings to Tuesday and the time of the meeting to 2:30 p.m. **SUPPORTED** by Trustee Waltman. **UNANIMOUS**. Motion carried.

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 3:50 p.m. The next regular board meeting is scheduled for **Tuesday** September 5th at 2:30 p.m.



John Waltman, Sec. /Treas.



Prepared By: Kathy Neubert