

**City of Stevens Point
Transportation Commission Meeting
May 10, 2021 - 4:45 PM**

Join Zoom Meeting:

<https://zoom.us/j/91696515819?pwd=U01EM2RPcm42SG5KOWZSQmc1Sm9lQT09>

Meeting ID: 916 9651 5819

Passcode: 123578

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AGENDA

Discussion and Possible Action on:

1. Roll Call
2. Approval of the April 12, 2021 minutes
3. Approval of the April 2021 financial/claims report
4. Nominations and appointment of the Transportation Commission Chair and Vice-Chair
5. Transit Mutual Insurance awards
6. Recognition of Transportation Superintendent Susan Lemke's retirement
7. Next meeting date
8. Adjournment

Meeting Rider

Any person who has special needs while attending this meeting or needing agenda materials for this meeting should contact the City Clerk as soon as possible to ensure a reasonable accommodation can be made. The City Clerk can be reached by telephone at (715) 346-1569, TDD # 346-1556 or by mail at 1515 Strongs Ave., Stevens Point, WI 54481.

Copies of ordinances, resolutions, reports and minutes of the committee meetings are on file at the office of the City Clerk for inspection during normal business hours from 7:30 a.m. to 4:00p.m.

SPECIAL NOTICE

Please take notice that a quorum of the Common Council, City Boards/Commissions may attend this meeting.

City of Stevens Point
Transportation Commission Meeting
April 12, 2021 – 4:45 PM
MINUTES

1. **Roll Call.**
Present: Nichole Lysne- Chair, Karalyn Peterson-Vice Chair, Ald. Mary Kneebone, Ald. Thomas Leek, Tom Bertram, Greg Koepel
Not Present: Marc Christianson
Others Present: Talin Scheuermann, Kevin O'donnell, Tom Carroll
2. **Approval of the March 8, 2021 Transportation Commission minutes.**
Greg Koepel moved to approve the March 8, 2021 Transportation Commission meeting minutes. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.
3. **Approval of the March 2021 financial/claims report.**
Ald. Mary Kneebone moved to approve the March 2021 financial/claims report. Greg Koepel seconded. Ayes all; Nays none; Motion carried.
4. **Earth Day Mobility Coordinator Update**
Kevin O'donnell of Central Transportation gave an update to the commission on the Earth Day promotion, which included working with local news sources and UWSP to promote the event. Ald. Mary Kneebone advised Kevin that anyone can be given three minutes to address the Common council and that he could use this time to talk about the Earth Day promotion.
5. **Staff Update**
New Dispatcher – Nathan Brost
6. **Next meeting update**
The next Transportation Commission meeting will be held on May 10, 2021 at 4:45 p.m. via Zoom.
7. **Adjournment.**
The meeting was adjourned by Chair Nichole Lysne at 5:00 p.m.

REPORT TO THE MAY 2021
MEETING OF THE TRANSPORTATION COMMISSION
FINANCIAL/CLAIMS REPORT

FINANCES:

Bank Balance as of April 1, 2021

\$ 1,025,146.63

Bank Deposits recorded in April 2021

\$ 523,073.18

\$ 1,548,219.81

CHECKS ISSUED SINCE THE APRIL 2021 MEETING:

6189	A Plus Doors LLC	Repair Broken Cable	196.00	
6190	Cintas Corp #442	Mats, Towels, Solution, Uniforms, Nitrile Gloves	498.49	
6191	City of Stevens Point	Employee Benefits, Insurance, Fuel	108,090.02	
6192	Cummins Sales & Service	Generator Inspection	193.61	
6193	Frank's Hardware	Pipe, Elbow, Coupling, V-Belt	56.10	
6194	Gillig LLC	Wiper Blades	33.23	
6195	Hartland Lubricants & Chemicals	Antifreeze Concentrate 55 Gallon Drum	696.55	
6196	Len Dudas Motors Inc	Tranny Pipe	91.54	
6197	Mid-State Truck Service Inc	Air Filters, Pipe Adapter, EGR Valve Kit	247.57	
6198	Schultz Property Management	Bathroom Rental	200.00	
6199	Service Motor Company, Inc.	Lawn Mower Oil & Filter	32.81	
6200	Employee Wages	Salaries	608.64	
6201	Employee Wages	Salaries	1,011.82	
6202	Employee Wages	Salaries	1,152.52	
6203	Cintas Corp #442	Uniforms, Mats, Towels, Solution	537.08	
6204	City of Stevens Point	Employee Benefits, Insurance, Fuel, Workers Comp Premiums	48,258.83	
6205	Courtesy Cab	Courtesy Taxi Rides	1,016.00	
6206	Energetix Corp	Random DOT Testing	174.75	
6207	Halron Lubricants Inc	Oil Sample Kits	300.00	
6208	Mid-State Truck Service Inc	Oil, Fuel and Water Filters, Diesel Bus Engine	23,371.43	Engine replacement
6209	NAPA	Driveshaft Bearings, Air Filter	135.71	
6210	CSPC Ohio Child Support Pymt Central	Child Support	235.38	
6211	Jeanette Osowski	Mileage Reimbursement	489.44	
6212	Stevens Point Public Utilities	Cleaned Out Garage Floor Drain, Salted Parking Lot	218.26	
6213	Edward L Severson	Mileage Reimbursement	350.56	
6214	Dorothy Tess	Mileage Reimbursement	14.56	
6215	WI Council 32 Per Capita Tax Trust	Union Dues	335.49	
6216	Wisconsin Mechanical Solutions, Inc.	Serviced Boilers, Repaired Burner Door Gasket, Repaired Make Up Air 3	2,531.60	
6217	Baker Tilly Virchow Krause, LLP	Financial Statement Audit	8,938.51	
6218	Cintas Corp #442	Mats, Towels, Solution, Uniforms	236.67	
6219	Fastenal Company	Washers, Lock & Flange Nuts	9.03	
6220	Gillig LLC	Hose Asm, Gasket, Clamp	277.04	
6221	Heartland Business Systems. LLC	February Managed IT Services, KnowBe4 Training, Adobe Illustrator Sub	1,190.60	
6222	O'Reilly Auto Parts	Syn Oil Stabilizer	184.95	
6223	Stevens Point Public Utilities	Water Bill 2" 3" P	2,089.63	
6224	Employee Wages	Salaries	1,240.93	
6225	Employee Wages	Salaries	1,232.13	
6226	Employee Wages	Salaries	1,394.30	
6227	Employee Wages	Salaries	73.63	
6228	CSPC Ohio Child Support Pymt Central	Child Support	235.38	
	Verizon	Verizon Bill	400.40	
	Wisconsin Public Service	Utility Payment	2,043.76	
	Dept of Justice	Record Check		
	Great America Financial Services	Copier Lease	95.00	

	Volunteer Drivers	Mileage Reimbursement	8,359.12	
EFT	Payroll	4/1/2021	31,379.07	
EFT	Payroll	4/15/2021	34,941.93	
EFT	Payroll	4/29/2021	41,097.89	
	IRS	Payroll Taxes - Fed	35,155.63	
	WI Dept of Revenue	Payroll Taxes - State	7,180.16	
	TOTAL OF CHECKS LISTED		<u>\$ 368,833.75</u>	<u>\$ 368,833.75</u>
	BALANCE ON HAND APRIL 30, 2021			<u>\$ 1,179,386.06</u>

	Balance on Hand	<u>\$ 1,179,386.06</u>
	Plus checks written after end of month	
	Less checks from last commission meeting	\$ (1,133.33)
	Plus uncleared checks	\$ 4,520.61
	Less checks previously written clearing this month	\$ (12,638.04)
	Ending Cash Balance matching Bank Statements	<u><u>\$ 1,170,135.30</u></u>