

Our intention is to have in-person meetings going forward. This in-person location will meet the legal requirement for our open meetings.

We will have a virtual option available, but the technology for the hybrid style meeting may not be reliable all of the time.

**City of Stevens Point
Transportation Commission Meeting
January 10, 2022 - 4:45 PM**

Central Transportation
2700 Week Street

OR

Zoom Teleconferencing

Meeting ID: 884 6556 6941 | Passcode: 12456

By Computer: <https://us06web.zoom.us/j/88465566941?pwd=YUwvRFJlWmJ6ZTdYRGpGaWpoQytsdz09>

By Phone: +1-312-626-6799 (US Chicago)

AGENDA

Discussion and Possible Action on:

1. Roll Call
2. Approval of the November 8, 2021 minutes
3. Approval of the November and December 2021 financial/claims report
4. Update from the Transportation Superintendent
5. 2022 5310 Federal grant awards
6. 2022 85.21 State grant awards
7. Discussion on transportation gaps and system improvements
8. Next meeting date – February 14, 2022 at 4:45pm
9. 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.

Our intention is to have in-person meetings going forward. This in-person location will meet the legal requirement for our open meetings.

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City of Stevens Point Transportation Commission Meeting November 8, 2021 - 4:45 PM

Central Transportation
2700 Week Street, Stevens Point, WI
or
Join Zoom Meeting

Minutes

Discussion and Possible Action on:

- 1. Roll Call.**
Present via Zoom - Chair-Nichole Lysne, Ald. Mary Kneebone, Ald. Marc Christianson, Tom Bertram, Greg Koepel
Present in person - Vice Chair-Karalyn Peterson
Others Present-Superintendent Talin Scheuermann, Superintendent Tom Carroll, Director Joel Lemke, Mobility Coordinator Kaitlyn Wall, one member of the public was present.
- 2. Approval of September 13, 2021 minutes**
Ald. Marc Christianson moved to approve the September 13, 2021 minutes. Vice Chair-Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.
- 3. Approval of the September and October 2021 financial/claims report**
Tom Bertram moved to approve the September and October 2021 financial/claims report. Ald. Mary Kneebone seconded. Ayes all; Nays none; Motion carried.
- 4. Approval to move forward with the 2022 5311-PTAP Application**
Vice Chair-Karalyn Peterson made a motion to move forward with the 2022 5311-PTAP Application. Ald. Mary Kneebone seconded. Ayes all; Nays none; Motion carried.
- 5. Approval of the County/City transportation agreement – 5-year term**
Vice Chair-Karalyn Peterson made a motion to approve the County/City transportation agreement, Ald. Marc Christianson seconded. Ayes all; Nays none; Motion carried.
- 6. Approval of the purchase of Passio Go add-on**
Ald. Mary Kneebone made a motion to approve the purchase of Passio Go add-on, Vice Chair-Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.
- 7. Approval to move forward with LNT (Late Night Transit) service changes**
Greg Koepel made a motion to move forward with LNT (Late Night Transit) service changes, Vice Chair-Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.
- 8. Next meeting date - December 13, 2021 at 4:45pm**
- 9. Adjournment.**
Chair-Nichole Lysne adjourned the meeting at 5:16pm

REPORT TO THE DECEMBER 2021
MEETING OF THE TRANSPORTATION COMMISSION

FINANCES:

Bank Balance as of November 1, 2021

Bank Deposits recorded in November 2021

\$	956,660.49
\$	59,333.65
\$	1,015,994.14

CHECKS ISSUED SINCE THE NOVEMBER 2021 MEETING:

6515	Beaver of Wisconsin	Bus Wash Repairs and Updates	2,338.50
6516	Cintas Corp #442	Uniforms, Mats, Towels & Solutions	264.41
6517	Fastenal Company	Nuts, Bolts, And Washers	42.06
6518	Heartland Business Systems. LLC	Managed IT Services	135.80
6519	Len Dudas Motors Inc	Sun Visor	1,406.38
6520	Schultz Property Management	Bathroom Rental	200.00
6521	Stevens Point Auto Center	Coolant Reservoir	112.92
6522	UWSP Printing & Design	LNT Bus Maps	399.00
6523	Employee Wages	Salaries	191.87
6524	Employee Wages	Salaries	1,093.41
6525	Employee Wages	Salaries	1,072.50
6526	CSPC Ohio Child Support Pymt	Child Support	235.38
6527	Jeanette Osowski	Mileage Reimbursement	148.96
6528	WI Council 32 Per Capita Tax Trust	Union Dues	335.49
6529	Ascension St. Michael's Hospital Inc	D&A Test	44.00
6530	Bushman Electric Crane & Sign	"Central Transportation" Bus Shelter Decals	720.00
6531	Cintas Corp #442	Mats, Towels, Solution & Uniforms	298.29
6532	Color Vision LTD	Lanyards	603.00
6533	Courtesy Cab	October 2021 Courtesy Cab Rides	968.50
6534	Len Dudas Motors Inc	Oil Filters	22.54
6535	Mid-State Truck Service Inc	Exhaust gasket, injectors & gaskets, DPF Cleaning, EGR & Injector Core Refund	576.33
6536	O'Reilly Auto Parts	Stabilizer Link, Steering Wheel Covers, Support Control Arm	221.56
6537	Portage County Business Council	Gift Certificates for Volunteer Drivers	750.00
6538	Stevens Point Public Utilities	Work performed for Transit	148.85
6539	Stevens Point Auto Center	Front End Inspection and Parts	527.11
6540	UWSP Printing & Design	LNT Dorm Posters	25.60
6541	CDW Government	CDW Cloud Services	1,064.08
6542	Cintas Corp #442	Uniforms, Mats, Towels, & Solution	265.17
6543	Frank's Hardware	Stainless Bushings	9.48
6544	Heartland Business Systems. LLC	Managed IT Services	135.80
6545	LiveWire	Building Security Cameras	6,432.60
6546	Mid-State Truck Service Inc	Engine Belts	139.49
6547	RMM Solutions Inc.	Managed IT Services	366.85
6548	Westmatic Corporation	Bus Wash Repair	540.62
6549	Employee Wages	Salaries	1,196.26
6550	Employee Wages	Salaries	570.42
6551	CSPC Ohio Child Support Pymt	Child Support	235.38
6552	Jeanette Osowski	Mileage Reimbursement	163.52
6553	WI Council 32 Per Capita Tax Trust	Union Dues	335.49
6554	Dolce Digital Imaging & Printing	CT Envelopes	98.28
6555	Hartland Lubricants & Chemicals	Oil and Windshield Fluid	1,904.75
6556	Len Dudas Motors Inc	Oil Pressure Sensor	56.16
6557	Seon Design USA Corp	Back Up Camera, Camera Credit	644.00
6558	Mastercard	Gearwrench, Markers, Mineral Spirits, Steering Wheel Covers, TV Cart, Webcam, USB splitters, Stamps, Name plates	3,596.59
	Delta Dental	Dental & Vision Premiums	504.22
	Verizon	Verizon Bill	400.40
	Wisconsin Public Service	Utility Payment	1,844.44

	Great America Financial Services	Copier Lease	95.00	
	Volunteer Drivers	Mileage Reimbursement	6,444.09	
EFT	Payroll	11/10/2021	38,293.39	
EFT	Payroll - October 1	11/24/2021	47,481.33	
	IRS	Payroll Taxes - Fed	24,063.18	
	WI Dept of Revenue	Payroll Taxes - State	5,088.80	
	TOTAL OF CHECKS LISTED		<u>\$ 154,852.25</u>	<u>\$ 154,852.25</u>
	BALANCE ON HAND NOVEMBER 30, 2021			<u>\$ 861,141.89</u>

	Balance on Hand	<u>\$ 861,141.89</u>
	Plus checks written after end of month	
	Less checks from last commission meeting	
	Plus uncleared checks	\$ 6,948.49
	Less checks previously written clearing this month	\$ (13,046.46)
	Ending Cash Balance matching Bank Statements	<u><u>\$ 855,043.92</u></u>

REPORT TO THE JANUARY 2022
MEETING OF THE TRANSPORTATION COMMISSION

FINANCES:

Bank Balance as of December 1, 2021

Bank Deposits recorded in December 2021

\$	855,043.92
\$	585,035.30
\$	1,440,079.22

CHECKS ISSUED SINCE THE DECEMBER 2021 MEETING:

6559	Ascension St. Michael's Hospital Inc	Preemployment Hearing Test	35.00
6560	Cintas Corp #442	Uniforms	561.54
6561	City of Stevens Point	Workers Comp Premiums	2,676.71
6562	Deluxe	Business Checks	398.64
6563	Fairchild Equipment	Floor Sweeper Repair	314.16
6564	Fastenal Company	Gear Oil Pump	551.00
6565	Hartland Lubricants & Chemicals	55 Gal Drum - Gear Oil	797.55
6566	Mid-State Truck Service Inc	NOX Sensor and Core	723.12
6567	Schultz Property Management	Bathroom Rental	200.00
6568	Tire Technologies Inc	Retread Tires	2,407.84
6569	UWSP Printing & Design	Volunteer Driver Poster	27.01
6570	Employee Wages	Salary	1,196.36
6571	CSPC Ohio Child Support Pymt Central	Child Support	235.38
6572	Jeanette Osowski	Mileage Reimbursement	22.40
6573	WI Council 32 Per Capita Tax Trust	Union Dues	335.49
6574	UWSP Printing & Design	Bus Poster	9.93
6575	A Plus Doors LLC	Garage Door Repair	104.45
6576	Cintas Corp #442	Mats Towels & Solutions, Uniforms	260.78
6577	Frank's Hardware	Electrical Current Tester	18.99
6578	Heartland Business Systems. LLC	Adobe Acrobat License	1,079.40
6579	Stevens Point Auto Center	Coolant Temp Sensor/Thermostat	125.32
6580	Tire Technologies Inc	Retread Tires	372.64
6581	Cintas Corp #442	Mats, Towels and Solutions, Uniforms	289.00
6582	City of Stevens Point	Insurance Premiums, Fuel, and Retirement	109,559.63
6583	Dolce Digital Imaging & Printing	Fixed and Paratransit Bus Passes	233.00
6584	Energetix Corp	DOT Random Tests	469.50
6585	Gillig LLC	DEF Tank Sensor Assembly	450.07
6586	Pomp's Tire Service, Inc.	Support Vehicle Alignment	105.99
6587	Seon Systems Sales Inc.	Back up camera	644.00
6588	Employee Wages	Salary	1,262.38
6589	CSPC Ohio Child Support Pymt	Child Support	235.38
6590	Dorothy Tess	Mileage Reimbursement	9.52
6591	WI Council 32 Per Capita Tax Trust	Union Dues	335.49
6592	Dave Adams	Shoe Reimbursement	130.00
6593	Ascension St. Michael's Hospital Inc	Hearing; DOT D&A Testing	452.00
6594	Cintas Corp #442	Uniforms	260.78
6595	Courtesy Cab	Courtesy Cab Rides	800.50
6596	Gillig LLC	Elbow, Hose, and Adapter	219.95
6597	Halron Lubricants Inc	Oil Analysis Kits	300.00
6598	Hartland Lubricants & Chemicals	DEF	804.93
6599	Heartland Business Systems. LLC	Managed IT Services, IT Security Services	726.65
6600	Len Dudas Motors Inc	Oil Filter	22.54
6601	Mada Custom Apparel & Sporting	Uniform Caps and Beanies	424.50
6602	Stevens Point Public Utilities	Snow Removal	278.20
6603	UWSP Printing & Design	LNT Business Posters	13.80
6604	Cintas Corp #442	Mats, Towels and Solutions, Uniforms	247.81
6605	City of Stevens Point	Workers Comp Insurance	2,650.08
6606	Neil Peterson	Shoe Reimbursement	130.00
6607	Stevens Point Public Utilities	Water Bill 2" Main	2,442.41
6608	Mastercard	Gift Boxes, Amazon Subscription, Oxygen Tank	1,941.49

	Delta Dental	Dental & Vision Premiums	504.22	
	Verizon	Verizon Bill	400.40	
	Wisconsin Public Service	Utility Payment	2,380.91	
	Great America Financial Services	Copier Lease	95.00	
	Volunteer Drivers	Mileage Reimbursement	5,910.57	
EFT	Payroll	12/9/2021	38,351.14	
EFT	Payroll - October 1	12/22/2021	40,055.01	
	IRS	Payroll Taxes - Fed	23,729.53	
	WI Dept of Revenue	Payroll Taxes - State	5,041.39	
	TOTAL OF CHECKS LISTED		<u>\$ 254,361.48</u>	<u>\$ 254,361.48</u>
	BALANCE ON HAND DECEMBER 31, 2021			<u>\$ 1,185,717.74</u>

	Balance on Hand	<u>\$ 1,185,717.74</u>
	Plus checks written after end of month	
	Less checks from last commission meeting	
	Plus uncleared checks	\$ 12,050.94
	Less checks previously written clearing this month	\$ (5,937.64)
	Ending Cash Balance matching Bank Statements	<u><u>\$ 1,191,831.04</u></u>