

Our intention is to have in-person meetings going forward. For the time being, the Transportation Commission meetings at 2700 Week Street. 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
October 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 August 8, 2022 minutes
3. Approval of the August & September 2022 financial / claims report
4. "Free Ride Fridays" on fixed route buses between Thanksgiving and Christmas
5. Next meeting date: November 14, 2022 - 4:45pm
6. 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
August 8, 2022 - 4:45 PM**

Minutes

Discussion and Possible Action on:

1. Roll Call

Present: Karalyn Peterson

Present via Zoom: Tom Bertram, Ald. Mary Kneebone, Greg Koepel, Nichole Lysne, Jessa Michie

Not Present: Ald. Marc Christianson

Other Present: Kaitlyn Wall, Talin Scheuermann, Tom Carroll

2. Approval of the July 11, 2022 minutes

Karalyn Peterson moved to approve the July 11, 2022 minutes. Tom Bertram Seconded.
Ayes all; Nays none; Motion carried.

3. Approval of the July 2022 financial / claims report

Ald. Mary Kneebone moved to approve the July 2022 financial/claims report. Tom Bertram Seconded. Ayes all; Nays none; Motion carried.

4. Approval to charge \$25 for all monthly passes

Vice Chair - Nichole Lysne made a motion to charge \$25 for all monthly passes. Ald. Mary Kneebone Seconded. Ayes all; Nays none; Motion carried.

5. Approval of the 2023 - 5310 Grant Application.

Ald. Mary Kneebone moved to approve the 2023 - 5310 Grant Application. Chair - Greg Koepel Seconded. Ayes all; Nays none; Motion carried.

6. Approval to add an additional fixed route in 2023

Ald. Mary Kneebone made a motion to add an additional fixed route in 2023, Jessa Michie Seconded. Ayes all; Nays none; Motion carried.

7. Next meeting date:

September 12, 2022- 4:45pm

8. Adjournment

Meeting adjourned at 5:13pm

Meeting of the Transportation Commission

Finances:

Bank Balance as of Aug 1, 2021	\$1,029,887.70
Bank Deposits recorded in Aug 2021	\$11,867.81
	\$1,041,755.51

Checks Issued since the last meeting (Aug 2022):

6962 Employee	SALARIES	960.57
6963 United Way of Portage Cty	United Way	4.00
6964 WI Council 32 Per Capita Tax Trust	Union Dues	321.26
6965 Cintas Corp #442	Mats, Towels, and Cleaning Supplies	263.69
6966 Courtesy Cab	July Courtesy Cab Rides	547.79
6967 Frank's Hardware	Fasteners	12.48
6968 Gillig LLC	A/C Clutch Assembly	1,777.31
6969 O'Reilly Auto Parts	Charge and Credit, Wrong Dept.	197.94
6970 Stevens Point Public Utilities	Transit portion of new downtown car	2,500.00
6971 Spectra Print	Route Maps	905.00
6972 Airgas USA	Spill Control Granules	447.25
6973 Arbuckles	Bathroom Rental	200.00
6974 Cintas Corp #442	Mats and Cleaning Supplies	258.49
6975 Energetix Corp	Random D&A Tests	233.00
6976 Halron Lubricants Inc	Diesel Exhaust Fluid	635.10
6977 Stevens Point Public Utilities	Part Time Lawn Care Help	1,091.13
6978 TruckshopUSA	Paratransit Driver Seat Shock Absorber	52.00
6979 Employee	SALARIES	821.49
6980 Volunteer Driver	Mileage Reimbursement	171.88
6981 United Way of Portage Cty	United Way	4.00
6982 WI Council 32 Per Capita Tax Trust	Union Dues	321.26
6983 Batteries Plus Bulbs	Bus Batteries	490.00
6984 Cintas Corp #442	Mats, Towels and Solutions	263.96
6985 City of Stevens Point	Health Insurance Premiums, Fuel, WR	61,822.07
6986 Frank's Hardware	Silicone/Foam Tape	31.57
6987 Heartland Business Systems. LLC	CSP IT Monthly Subscription	224.00
6988 Mid-State Truck Service Inc	Belt	55.50
6989 Safelite Auto Glass	Windshield Replacement	209.99
6990 U.S. Bank	Transmission lines, AC Cert, AC cover	3,134.96
6991 Portage County Treasurer	RSVP/FGP Dinner	30.00
6992 Block Iron & Supply Co. Inc. Wausau	Bus Wash Door	888.00
6993 Cintas Corp #442	Uniforms	373.70
6994 Fastenal Company	Screws	5.80
6995 Gillig LLC	SS AC Line	257.49
6996 Mid-State Truck Service Inc	Brake Drum and Shoes	1,181.22
6997 NAPA	Exhaust Parts	124.64
6998 UWSP Printing & Design	Monthly Bus Passes	56.00
7000 Volunteer Driver	Mileage Reimbursement	81.88
7001 United Way of Portage Cty	United Way	4.00
7002 WI Council 32 Per Capita Tax Trust	Union Dues	321.26
Verizon	Verizon Bill	\$400.40
Wisconsin Public Service	Utility Payment	1964.41
Great America Financ Services	Copier Lease	\$95.00
Volunteer Drivers	Mileage Reimbursement	\$7,307.95

EFT Payroll	8/4/2022	\$34,165.78
EFT Payroll	8/18/2022	\$34,221.35
Delta Dental	Insurance premiums	\$475.56
IRS	Payroll Taxes - Fed	\$20,376.51
WI Dept of Revenue	Payroll Taxes - State	\$3,292.42
Total of checks listed		<u>\$183,581.06</u>
Balance on hand June 30, 2022		\$858,174.45

Balance on hand June 30, 2021	<u>\$858,174.45</u>
Less checks from last commission meeting	
Plus uncleared checks	\$2,709.14
Less checks previously written clearing this month	-\$6,837.20
Ending Cash Balance matching Bank Statements	\$854,046.39

Meeting of the Transportation Commission

Finances:

Bank Balance as of Sept 1, 2021

\$854,046.39

Bank Deposits recorded in Sept 2021

\$446,502.11

\$1,300,548.50

Checks Issued since the last meeting (Aug 2022):

6999 Employee	SALARIES	830.77
7003 Beaver of Wisconsin	Pressure Washer Hose and Coupler	375.50
7004 CDW Government	CDW Network Configuration	165.49
7005 Cintas Corp #442	Cleaning Supplies, Mats, & Rags	258.72
7006 Gillig LLC	Torque Arms	1,203.60
7007 Heartland Business Systems. LLC	Managed IT Services	474.86
7008 Mid-State Truck Service Inc	Filters	2,789.84
7009 NAPA	Exhaust Hangers	16.52
7010 PassioTech	Monthly / Annual Subscription	2,861.64
7011 Pomp's Tire Service, Inc.	Tires	775.02
7012 UWSP Printing & Design	UWSP Campus Route Posters	23.85
7013 WiscNet	Network Updates	252.63
7014 Cintas Corp #442	Uniforms	262.22
7015 Courtesy Cab	August Subsidized Taxi Rides	693.80
7016 Gillig LLC	Tie Rods	79.56
7018 Kramar Plumbing	Plumbing Repairs	125.00
7019 Mid-State Truck Service Inc	Brake Parts	539.74
7020 Pomp's Tire Service, Inc.	Tires	904.19
7021 Portage County Business Council	Business Fair Booth	200.00
7022 Stevens Point Public Utilities	Lawn Mowing	413.25
7023 Tire Technologies Inc	Tires and Rims	4,113.32
7024 Transport Refrigeration, Inc.	A/C Clutch Troubleshooting	813.48
7025 UWSP Printing & Design	Monthly Bus Passes	152.50
7026 Employee	SALARIES	820.82
7027 Volunteer	Mileage Reimbursement	233.13
7028 United Way of Portage Cty	United Way	4.00
7029 WI Council 32 Per Capita Tax Trust	Union Dues	343.04
7030 CDW Government	IT Consulting	1,050.07
7031 Cintas Corp #442	Cleaning Supplies	262.02
7032 Gillig LLC	Transmission Cooler Lines	383.41
7033 Len Dudas Motors Inc	Oil Filters	12.41
7034 Livewire	Security Camera Install	5,168.40
7035 Mid-State Truck Service Inc	Brake Kit and Drums	413.74
7036 Midwest Equipment Specialists	Communication Cables	814.64
7037 NAPA	Tensioner and Belt	62.99
7038 PassioTech	Monthly Subscription	911.50
7039 Tire Technologies Inc	Recap Tires	2,929.35
7040 UWSP Printing & Design	Bus Bingo Cards	73.00
7041 Airgas USA	Welding Cylinder Dolly	450.00
7042 American Welding & Gas Inc	Welding Gas Tanks	698.90
7043 Cintas Corp #442	Uniforms	242.95
7044 Gannett WI Media	Public Notices	58.03
7045 Mid-State Truck Service Inc	NO2 Sensor	1,970.85
7046 Employee	SALARIES	1,402.74

7047 United Way of Portage Cty	United Way	4.00
7048 Volunteer	Mileage Reimbursement	116.88
7049 Cintas Corp #442	Uniforms	270.62
7050 Cummins Sales & Service	Cummins Insite Renewal	1,520.00
7051 Decker Supply Co Inc.	LNT Bus Stop Signs	638.00
7052 Gillig LLC	DEF Sensor Assembly	519.70
7053 Infobureau Services	Background Check/ Inv. 4863	10.00
7054 Kramar Plumbing	Pipefitting Work in Shop	970.00
7055 Mid-State Truck Service Inc	Brake Shoe Kits	1,545.63
7056 Midwest Lift Works	Lift Repair Parts	140.65
7057 NAPA	Credit - Air Filter	19.87
7058 Stevens Point Public Utilities	3" Water usage	3,500.34
7059 Tire Technologies Inc	Recap Tires	899.80
7060 U.S. Bank	Software, Pens, Seatbelt Cutters	3,128.54
7061 US Ticket	Single Ride Tickets	67.19
Verizon	Verizon Bill	\$229.60
Wisconsin Public Service	Utility Payment	2495.11
Great America Financ Services	Copier Lease	\$95.00
Volunteer Drivers	Mileage Reimbursement	\$8,705.00
EFT Payroll	9/1/2022	\$35,176.25
EFT Payroll	9/15/2022	\$37,784.50
EFT Payroll	9/29/2022	\$41,250.76
Delta Dental	Insurance premiums	\$475.56
IRS	Payroll Taxes - Fed	\$33,865.54
WI Dept of Revenue	Payroll Taxes - State	\$5,488.83
Total of checks listed		\$215,548.86
Balance on hand June 30, 2022		\$1,084,999.64

Balance on hand June 30, 2021	<u>\$1,084,999.64</u>
Less checks from last commission meeting	
Plus uncleared checks	\$10,395.16
Less checks previously written clearing this month	-\$2,709.14
Ending Cash Balance matching Bank Statements	\$1,092,685.66