Our intention is to have in-person meetings going forward. For the time being, we will hold 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
May 8, 2023 - 4:45 PM

Central Trasnportation
- 2700 Week Street -

OR

Zoom Teleconferencing

Meeting ID: 884 6556 6941 | Passcode: 12456
By Computer: https://us06web.zoom.us/j/88465566941?pwd=YUwvRFJ1WmJ6ZTdyRGpGaWpoQytsdz09
By Phone: +1-312-626-6799 (US Chicago)

AGENDA

I. Discussion and Possible Action on:

1. Roll Call / Introductions.
2. Approval of April 10, 2023 minutes.
3. Approval of the April 2023 Financial / Claims Report.
4. Election of Chairperson.
5. Election of Vice-Chairperson.
6. Next Meeting Date - June 12, 2023.
7. 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 10, 2023 - 4:45 PM

Central Transportation
2700 Week Street, Stevens Point, Wisconsin
OR
Zoom Teleconferencing

Minutes

I. Discussion and Possible Action on:

1. **Roll Call.**
   Present: Karalyn Peterson, Neil Prendergast
   Present via Zoom: Tom Bertram, Ald. Mary Kneebone, Greg Koepel, Nichole Lysne
   Not Present: Ald. Marc Christianson
   Other Present: Talin Scheuermann, Tom Carroll, Kaitlyn Wall, Joel Lemke
2. **Approval of February the 13, 2023 minutes.**
   No corrections, minute's approved.
3. **Approval of the February 2023 and March 2023 Financial/Claims report.**
   Nichole Lysne made a motion to approve the February 2023 and March 2023 Financial/Claims report. Karalyn Peterson Seconded. Ayes all; Nays none; Motion carried.
4. **Approval to offer new hire "stay on" bonuses up to $2,000.**
   Karalyn Peterson made a motion to approve offering new hire "stay on" bonuses up to $2,000. Ald. Mary Kneebone Seconded. Ayes all; Nays none; Motion carried.
5. **Approval to offer referral bonuses up to $500.**
   Ald. Mary Kneebone made a motion to approve offering referral bonuses up to $500 to transit staff. Neil Prendergast Seconded. Ayes all; Nays none; Motion carried.
6. **Next meeting date – May 9, 2023.**
7. **Discussion of committee procedures.**
   Chair-Greg Koepel discussed procedures around the financial/claims report and the rules of order. Chair-Greg Koepel informed the commission that this will be his last meeting.
8. **Adjournment.**
   Meeting adjourned at 5:12pm

Report to the May 2023
Meeting of the Transportation Commission

Finances:

Bank Balance as of April 1, 2023	**1,201,087.07**
Bank Deposits recorded in April 2023	63,997.32
	1,265,084.39

Checks Issued since the last meeting (April 2023):

4/4/2023	7358	Heartland Business Systems. LLC	Microsoft 365 - Domain Proj Management	4,893.37
4/6/2023	7359	Arbuckle's	Bathroom Rental	200.00
4/6/2023	7360	Aspirus Medical Group, Inc.	DOT Physical Exam	305.50
4/6/2023	7361	Baker Tilly Virchow Krause, LLP	Audit	7,480.53
4/6/2023	7362	Cintas Corp #442	Uniforms / Janitorial Supplies	273.16
4/6/2023	7363	City of Stevens Point	Fuel / Fringe benefits	63,529.30
4/6/2023	7364	Courtesy Cab	March Subsidized Taxi Rides	614.23
4/6/2023	7365	Gillig LLC	Switch, Integrated Magnetic	96.00
4/6/2023	7366	Harlon Lubricants Inc	Diesel Exhaust Fluid	580.50
4/6/2023	7367	Mid-State Truck Service Inc	Crank Shaft / Filters	3,716.95
4/6/2023	7368	Passio Technologies	Passio Monthly	911.50
4/6/2023	7369	Stevens Point Public Utilities	Snowplowing	254.96
4/6/2023	7370	Employee	CDL Reimbursement	150.00
4/6/2023	7371	Transport Refrigeration, Inc.	Freon	300.00
4/6/2023	7372	US Ticket	Ticket Rolls	293.98
4/6/2023	7373	Wisconsin Mechanical Solutions, Inc.	Radiant Heat Boilers	460.00
4/14/2023	7374	Employee	Salaries	1,328.90
4/11/2023	7375	Employee	Mileage Reimbursement	90.39
4/11/2023	7376	WI Council 32 Per Capita Tax Trust	Union Dues	332.62
4/13/2023	7377	Employee	Refund Health Insurance Withholding	119.45
4/13/2023	7378	Rider	Paratransit Client Refund	17.50
4/13/2023	7379	Cintas Corp #442	Uniforms / Janitorial Supplies	285.54
4/13/2023	7380	Employee	CDL renewal reimbursement	40.00
4/13/2023	7381	Frank's Hardware	Fasteners	8.60
4/13/2023	7382	Friends of 90FM	Trivia Advertisement	345.00
4/13/2023	7383	Kramar Plumbing	Water Heater Replacement	4,200.00
4/13/2023	7384	Marshfield Clinic	DOT Random	332.00
4/13/2023	7385	Mid-State Truck Service Inc	Troubleshoot Engine Problems	3,798.09
4/13/2023	7386	Reinders, Inc.	Ice Melt	494.01
4/13/2023	7387	TBR Plasma and Fab	Door Handles	75.40
4/13/2023	7388	Tire Technologies Inc	Tires	2,692.96
4/13/2023	7389	UWSP Printing & Design	UWSP Campus Route Maps	162.00
4/21/2023	7390	Cintas Corp #442	Uniforms / Janitorial Supplies	529.87
4/21/2023	7391	Seon Systems Sales Inc.	Cameras & Installation Components	1,990.00
4/21/2023	7392	Service Motor Company, Inc.	Air Cleaner, Filter	135.93
4/21/2023	7393	Star Business Machines Inc.	Copier Rental	129.11
4/21/2023	7394	U.S. Bank	Shop Supplies, Cleaning/office supplies, B	2,121.76
4/28/2023	7395	Employee	Salaries	1,235.27
4/25/2023	7396	WI Council 32 Per Capita Tax Trust	Union Dues	332.62
4/27/2023	7397	Public Transportation Assc American	APTA annual membership dues	4,000.00
4/27/2023	7398	Employee	Meal Reimbursement	10.00
4/27/2023	7399	Central Door Solutions, LLC	Garage Door Repair	1,453.00
4/27/2023	7400	Cintas Corp #442	Uniforms / Janitorial Supplies	262.32
4/27/2023	7401	City of Stevens Point	Workers Comp Premiums	2,111.04
4/27/2023	7402	Fastenal Company	Silicone	35.33
4/27/2023	7403	Heartland Business Systems. LLC	Managed IT Services	338.40
4/27/2023	7404	Mid-State Truck Service Inc	Filters	315.68
4/27/2023	7405	Northway Communications Inc	Antenna Repair	272.33
4/27/2023	7406	O'Reilly Auto Parts	Maintenance Kit	105.05
4/27/2023	7407	Employee	Meal Reimbursement	10.00
4/27/2023	7408	Tire Technologies Inc	Tires	422.90
4/3/2023		Delta Dental	Insurance premiums	484.96
4/13/2023		Verizon	Verizon Bill	82.16
4/18/2023		Wisconsin Public Service	Utility Payment	3,602.38
4/17/2023		Great America Financ Services	Copier Lease	95.00
4/13/2023		Volunteer Reimbursement	Volunteer Reimbursement	3,062.10

4/27/2023	Volunteer Reimbursement	Volunteer Reimbursement	3,476.81
4/13/2023	Payroll	Payroll	43,442.85
4/27/2023	Payroll	Payroll	37,992.83
	IRS	Payroll Taxes - Fed	23,643.45
	WI Dept of Revenue	Payroll Taxes - State	3,912.14
	Total of checks listed		233,987.73
	Balance on hand April 30, 2023		1,031,096.66

Balance on hand March 31, 2023	1,031,096.66
Plus uncleared checks	14,353.88
Less checks previously written clearing this month	-6,824.74
Ending Cash Balance matching Bank Statements	**1,038,625.80**