

Our intention is to have in-person meetings going forward. For the time being, we will hold the City Committee Meetings, Plan Commission, Council and most others at the Community Room at 933 Michigan Avenue. 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 9, 2023 - 4:45 PM**

Central Transportation
2700 Week Street
Stevens Point

OR

Zoom Teleconferencing

Meeting ID: 875 3903 7302 | Passcode: 123567

By Computer: <https://us06web.zoom.us/j/87539037302?pwd=2LLID40E3iY16aNWf1UjKAaSchPzeh.1>

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

AGENDA

- I. Discussion and Possible Action on:
 1. Roll Call.
 2. Approval of August 28, 2023 minutes
 3. Approval of the August and September 2023 Financial / Claims Reports.
 4. Approval of Free Ride Fridays between Thanksgiving and Christmas.
 5. Next meeting date: November 13, 2023 - 4:45 PM
 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 28, 2023 - 4:45 PM**

2700 Week Street, Stevens Point, Wisconsin
Or
Zoom Teleconferencing

Minutes

1. Roll Call

Present: Karalyn Peterson, Heidi Oberstadt Present
via Zoom: Ald. Mary Kneebone, Tom Bertram
Not Present: Nichole Lysne, Ald. Allison Birr, Neil Prendergast
Other Present: Talin Scheuermann, Kaitlyn Wall, Tom Carroll

2. Approval of the May 8, 2023 minutes.

Heidi Oberstadt made a motion to approve the May 8, 2023 minutes. Ald. Mary Kneebone seconded. All in favor; none opposed; Motion carried.

3. Approval of the May, June, and July 2023 Financial / Claims Reports.

Ald. Mary Kneebone made a motion to approve the May, June, and July 2023 Financial / Claims Reports. Tom Bertram seconded. All in favor; none opposed; Motion carried.

4. Election of the vice-chairperson.

Tom Bertram nominated Karalyn Peterson for vice-chairperson, Heidi Oberstadt seconded. No other nominations were made. Vote called: All in favor; none opposed; Election carried.

5. Approval to apply for 5310 grants.

Karalyn Peterson made a motion to approve applying for 5310 grants. Heidi Oberstadt seconded. All in favor; none opposed; Motion carried.

6. Approval to extend hour-long fixed routes (Yellow and Red) by 1 hour.

Heidi Oberstadt made a motion to extend hour-long fixed routes (Yellow and Red) by 1 hour. Tom Bertram seconded. All in favor; none opposed; Motion carried.

7. Approval to waive fares for youth (17 & under) on fixed routes.

Heidi Oberstadt made a motion to waive fares for youth (17 & under) on fixed routes. Ald. Mary Kneebone seconded. All in favor; none opposed; Motion carried.

8. Approval to reduce Rural Bus fares from \$3.50 to \$2.50.

Tom Bertram made a motion to reduce Rural Bus fares from \$3.50 to \$2.50. Karalyn Peterson seconded. All in favor; none opposed; Motion carried.

9. Next meeting date - October 9, 2023 - 4:45 pm

10. Adjournment. 5:00 pm

Report to the October 2023
Meeting of the Transportation Commission

Finances:

Bank Balance as of September 1, 2023

1,861,674.27

Bank Deposits recorded in September 2023

219,351.40

2,081,025.67

Checks Issued since the last meeting:

09/01/2023	7568 Malise Beduhn	SALARIES	261.22
09/01/2023	7569 Jeremy Kowalski	SALARIES	1,385.21
09/06/2023	7578 Wisconsin Department of Transportati	Local Share 5310 Bus Funding	29,207.00
09/08/2023	7579 Batteries Plus Bulbs	Inverters	244.14
09/08/2023	7580 Cintas Corp #442	Uniforms	640.77
09/08/2023	7581 City of Stevens Point	Fuel, Insurance, WRS, Fringe Benefits	61,345.86
09/08/2023	7582 Courtesy Cab	August Subsidized Taxi Trips	436.59
09/08/2023	7583 Frank's Hardware	Fasteners and Bits	68.16
09/08/2023	7584 Gillig LLC	HVAC Controller	624.09
09/08/2023	7585 NAPA	Brake Lines	49.94
09/08/2023	7586 PassioTechnologies LLC - CID 253	Passio Subscription	911.50
09/08/2023	7587 Spectra Print	Bus Route Maps	1,053.06
09/08/2023	7588 Tire Technologies Inc	Tires	1,767.20
09/08/2023	7589 UWSP Printing & Design	UWSP Event Posters	46.25
09/15/2023	7590 Jeremy Kowalski	SALARIES	1,368.09
09/12/2023	7591 WI Council 32 Per Capita Tax Trust	Union Dues	332.62
09/15/2023	7592 Baker Tilly Virchow Krause, LLP	Financial Statements Audit	1,766.00
09/15/2023	7593 Cintas Corp #442	Uniforms	249.56
09/15/2023	7594 Kimball Midwest	Electrical Connectors	351.90
09/15/2023	7595 Marshfield Clinic	DOT Random	146.00
09/15/2023	7596 Multi Media Channels	Public Notice	44.70
09/15/2023	7597 NAPA	Headlight Connector and Backup Alarm	64.97
09/15/2023	7598 Pomp's Tire Service, Inc.	Valve Stem	48.90
09/15/2023	7599 UWSP Printing & Design	October Passes	137.25
09/21/2023	7600 Cintas Corp #442	Uniforms	267.65
09/21/2023	7601 Frank's Hardware	Paint and Hardware	48.89
09/21/2023	7602 Graybar	Pipe Clamps	6.75
09/21/2023	7603 Halron Lubricants Inc	DEF	994.36
09/21/2023	7604 Mid-State Truck Service Inc	Oil Cap Seal	53.88
09/21/2023	7605 Jeff Mijal	Jeff Mijal CDL reimbursement	40.00
09/21/2023	7606 Stevens Point Public Utilities	IT Services	1,635.81
09/21/2023	7607 U.S. Bank	Circuit Board Repair	2,662.11
09/21/2023	7608 UWSP Printing & Design	Pointober Map	5.30
09/25/2023	7609 Heartland Business Systems. LLC	IT managed services	325.06
09/26/2023	7610 U.S. Bank	Parking	115.91
09/29/2023	7611 Jeremy Kowalski	SALARIES	1,585.75
09/28/2023	7612 Cintas Corp #442	Uniforms	417.87
09/28/2023	7613 City of Stevens Point	Workers Comp Premiums	3,150.29
09/28/2023	7614 Cummins Sales & Service	Software Annual Fee	1,520.00
09/28/2023	7615 NAPA	AC Oil	22.98
09/28/2023	7616 Seon Systems Sales Inc.	Vehicle Cameras	1,765.00
09/28/2023	7617 Stevens Point Auto Center	Air Filters	253.99
09/28/2023	7618 UWSP Printing & Design	UWSP General Poster	77.43
9/1/2023	IRS	Payroll Taxes - Fed	11,597.54
9/1/2023	Payroll	Payroll	622.47
9/1/2023	Delta Dental	Insurance premiums	566.08
9/1/2023	IRS	Payroll Taxes - Fed	100.80
9/1/2023	WI Dept of Revenue	Payroll Taxes - State	1,920.97
9/13/2023	Verizon	Verizon Bill	135.18
9/14/2023	Payroll	Payroll	41,121.28
9/14/2023	Volunteer Reimbursement	Volunteer Reimbursement	3,073.63
9/15/2023	IRS	Payroll Taxes - Fed	12,474.50
9/15/2023	WI Dept of Revenue	Payroll Taxes - State	2,081.23
9/18/2023	Great America Financ Services	Copier Lease	95.00
9/19/2023	Wisconsin Public Service	Utility Payment	2,290.23
9/28/2023	Payroll	Payroll	44,838.11

9/28/2023	Volunteer Reimbursement	Volunteer Reimbursement	4,240.20
9/29/2023	IRS	Payroll Taxes - Fed	14,055.24
9/29/2023	WI Dept of Revenue	Payroll Taxes - State	2,384.72
Total of checks listed			<u>259,007.19</u>
Balance on hand September 30, 2023			<u>1,822,018.48</u>
			Plus uncleared checks 11,760.63
			Less checks previously written clearing this month -8,898.48
Ending Cash Balance matching Bank Statements			<u>1,824,880.63</u>

**Report to the October 2023
Meeting of the Transportation Commission**

Finances:

Bank Balance as of August 1, 2023

1,815,721.80

Bank Deposits recorded in August 2023

278,038.20

2,093,760.00

Checks Issued since the last meeting:

8/4/2023	7527 Employee	SALARIES	691.10
8/4/2023	7528 Employee	SALARIES	1,097.82
8/1/2023	7529 WI Council 32 Per Capita Tax Trust	Union Dues	287.52
8/3/2023	7530 Campus Media	Bus ad in UWSP student guide	1,495.00
8/3/2023	7531 Cintas Corp #442	Uniforms/Janitorial Supplies	249.22
8/3/2023	7532 Frank's Hardware	Misc. tools and hardware	213.23
8/3/2023	7533 Graybar	Contact Block	10.72
8/3/2023	7534 Marshfield Clinic	Random DOT Tests	146.00
8/3/2023	7535 NAPA	Oil Filter	59.31
8/3/2023	7536 PassioTechnologies LLC - CID 253	Bus tracking app monthly subscription	911.50
8/3/2023	7537 Spectra Print	Bus Route Maps	1,053.06
8/10/2023	7538 Baker Tilly Virchow Krause, LLP	Audit	1,215.00
8/10/2023	7539 Cintas Corp #442	Uniforms	275.46
8/10/2023	7540 City of Stevens Point	Insurance, Fuel, WRS, fringe	55,028.38
8/10/2023	7541 Courtesy Cab	July Subsidized Taxi Trips	385.50
8/10/2023	7542 Gillig LLC	Spring Pawl	198.96
8/10/2023	7543 Jerrys Engine	Edger Blade	11.97
8/10/2023	7544 O'Reilly Auto Parts	Ball Bearings	19.68
8/10/2023	7545 Star Business Machines Inc.	Copier Rental	81.00
8/10/2023	7546 Stevens Point Auto Center	Core Credit	12.00
8/18/2023	7547 Employee	SALARIES	696.86
8/18/2023	7548 Employee	SALARIES	1,368.09
8/15/2023	7549 WI Council 32 Per Capita Tax Trust	Union Dues	287.52
8/18/2023	7550 Cintas Corp #442	Uniforms/supplies	246.30
8/18/2023	7551 City of Stevens Point	Workers Comp Premiums	1,880.72
8/18/2023	7552 Deluxe	Business Checks	895.45
8/18/2023	7553 Gillig LLC	Springs for door sensor	195.57
8/18/2023	7554 Mid-State Truck Service Inc	Belts	244.20
8/18/2023	7555 NAPA	Parts Washer Chemical	275.98
8/18/2023	7556 O'Reilly Auto Parts	Wheel Hub	119.34
8/18/2023	7557 Springbook Holding Company LLC	Springbrook Annual Maint Fee	6,472.43
8/24/2023	7558 American Welding & Gas Inc	Acetylene	165.36
8/24/2023	7559 Cintas Corp #442	Janitorial	272.13
8/24/2023	7560 Frank's Hardware	Hardware for signs	32.60
8/24/2023	7561 Graybar	E-Stop button for bus wash	81.38
8/24/2023	7562 Heartland Business Systems. LLC	Managed IT Services	324.11
8/24/2023	7563 Mid-State Truck Service Inc	Filters	731.34
8/24/2023	7564 Portage County Business Council	Leadership Class	1,400.00
8/24/2023	7565 Stevens Point Public Utilities	HBS Fees	274.03
8/24/2023	7566 Tire Technologies Inc	Rim Powder Coating	354.00
8/24/2023	7567 Paratransit Rider	Paratransit Account Refund	132.50
8/29/2023	7570 WI Council 32 Per Capita Tax Trust	Union Dues	287.52
8/31/2023	7571 U.S. Bank	Supplies	3,027.49
8/31/2023	7572 WI Council 32 Per Capita Tax Trust	Union Dues	22.55
8/31/2023	7573 Decker Supply Co Inc.	Sign Hardware	311.95
8/31/2023	7574 Gillig LLC	Farebox Lights	551.22
8/31/2023	7575 NAPA	Headlights	27.98
8/31/2023	7576 Pro-Vision Inc	Backup Cameras	1,208.93
8/31/2023	7577 UWSP Printing & Design	Bus Maps	206.25
8/1/2023	Delta Dental	Insurance premiums	566.08
8/3/2023	Payroll	Payroll	37,130.30
8/3/2023	Volunteer Reimbursement	Volunteer Reimbursement	2,540.27
8/4/2023	IRS	Payroll Taxes - Fed	11,298.79
8/4/2023	WI Dept of Revenue	Payroll Taxes - State	1,843.45
8/15/2023	Verizon	Verizon Bill	135.18
8/16/2023	Great America Financ Services	Copier Lease	95.00

8/17/2023	Payroll	Payroll	37,264.69
8/17/2023	Volunteer Reimbursement	Volunteer Reimbursement	2,410.57
8/18/2023	IRS	Payroll Taxes - Fed	11,448.83
8/18/2023	WI Dept of Revenue	Payroll Taxes - State	1,868.76
8/21/2023	Wisconsin Public Service	Utility Payment	2,158.11
8/31/2023	Payroll	Payroll	37,807.30
8/31/2023	Volunteer Reimbursement	Volunteer Reimbursement	3,084.71
Total of checks listed			<u>235,188.27</u>
Balance on hand August 31, 2023			<u>1,858,571.73</u>
			<u>8,898.48</u>
			Plus uncleared checks
			8,898.48
			Less checks previously written clearing this month
			-5,795.94
Ending Cash Balance matching Bank Statements			1,861,674.27