

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, which will meet the legal requirement for our open meetings. We will also provide a virtual option, but please be aware that the technology for hybrid-style meetings may not always be reliable.

City of Stevens Point Transportation Commission Meeting August 12, 2024 - 5:00 PM

2700 Week Street, Stevens Point, WI
OR

Join Zoom Meeting

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

Meeting ID: 875 3903 7302
Passcode: 123567

AGENDA

Discussion and Possible Action on:

1. Roll Call
2. Approval of the June 2024 Minutes
3. Approval of the June and July Financial/Claims Reports
4. Approval to Apply for 2025 5310 Grants (Operating, Mobility Management, and Vehicle Grants)
5. Discussion and Approval of Fixed Route Changes
6. Staffing and Ridership Update
7. Next Meeting Date - September 9, 2024 - 5:00pm
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
June 10, 2024 - 4:45 PM
2700 Week Street, Stevens Point, Wisconsin
Or
Zoom Teleconferencing
Minutes

1. Roll Call

- Present: Ald. Dean Shuda, Karalyn Peterson, Nichole Lysne, Tom Bertram, Neil Prendergast
- Present via Zoom: Heidi Oberstadt
- Not Present: Ald. Allison Birr
- Others Present: Talin Scheuermann

2. Introductions

3. Approval of the May 13, 2024 Minutes

- Ald. Dean Shuda made a motion to approve the May 13, 2024 minutes. Tom Bertram seconded. All in favor; none opposed; Motion carried.

4. Approval of the May 2024 Financial/Claims Reports

- Karalyn Peterson made a motion to approve the May 2024 Financial/Claims Reports. Neil Prendergast seconded. All in favor; none opposed; Motion carried.

5. Election of the Chair of the Transportation Commission

- Chair Nichole Lysne called for nominations. Tom Bertram nominated Nichole Lysne. Other nominations were called for and no further nominations were made. Neil Prendergast made a motion to elect Nichole Lysne as Chair of the Transportation Commission. Karalyn Peterson seconded. All in favor; none opposed; Motion carried.

6. Election of the Vice Chair of the Transportation Commission

- Chair Nichole Lysne called for nominations. Tom Bertram nominated Karalyn Peterson. Other nominations were called for and no further nominations were made. Neil Prendergast made a motion to elect Karalyn Peterson as Vice Chair of the Transportation Commission. Tom Bertram seconded. All in favor; none opposed; Motion carried.

7. Update on the CBA and Transportation Services from Superintendent Scheuermann

8. Next Meeting Date and Time

- Discussion to move meetings to 5:00 PM going forward and the next meeting date to August 12, 2024.

9. Adjournment

- 5:07 PM

Meeting of the Transportation CommissionFinances:

Bank Balance as of July 1, 2024

1,644,673.57

Bank Deposits recorded in July 2024

81,567.42

1,726,240.99Checks Issued since the last meeting:

07/05/2024	8021 Employee	Wages	1,800.28
07/05/2024	8022 Employee	Wages	709.34
07/02/2024	8023 United Way of Portage Cty	United Way	8.00
07/02/2024	8024 WI Council 32 Per Capita Tax Trust	Union Dues	372.49
07/11/2024	8025 Aspirus Medical Group, Inc.	FIT test onsite trainer	636.00
07/11/2024	8026 Cintas Corp #442	Janitorial	261.64
07/11/2024	8027 Courtesy Cab	June Subsidized Taxi Rides	501.00
07/11/2024	8028 Gillig LLC	Belts and Solenoid Assembly	440.15
07/11/2024	8029 Halron Lubricants Inc	DEF	531.76
07/11/2024	8030 Heartland Business Systems. LLC	Managed IT Services	340.00
07/11/2024	8031 PassioTechnologies LLC - CID 253	Passio Antenna rental	624.53
07/11/2024	8032 Stevens Point Public Utilities	Water	2,461.19
07/11/2024	8033 Service Motor Company, Inc.	Belts	50.02
07/11/2024	8034 Spectra Print	Bus Maps	851.65
07/11/2024	8035 Wisconsin Mechanical Solutions, Inc.	Exhaust fan condenser replacement	1,971.76
07/15/2024	8036 Baker Tilly Virchow Krause, LLP	Audit	910.00
07/15/2024	8037 Cintas Corp #442	Janitorial	205.31
07/15/2024	8038 City of Stevens Point	Fuel, WRS, Insurance Premiums May	125,710.14
07/15/2024	8039 Lift-U Div.	Gillig Latch	339.38
07/15/2024	8040 Marshfield Clinic	DOT Randoms	146.00
07/15/2024	8041 NAPA	Brake Rotors and Pads	453.96
07/15/2024	8042 O'Reilly Auto Parts	Clearance Lights	77.04
07/15/2024	8043 PassioTechnologies LLC - CID 253	Passio Monthly Sub	911.50
07/15/2024	8044 Snap-on Tools	Screws	12.50
07/15/2024	8045 Stevens Point Auto Center	Oil Plug	8.38
07/15/2024	8046 Summit Companies	Fire extinguisher inspection on extras	30.00
07/19/2024	8047 Employee	Wages	1,508.30
07/19/2024	8048 Employee	Wages	1,747.90
07/16/2024	8049 United Way of Portage Cty	United Way	8.00
07/16/2024	8050 WI Council 32 Per Capita Tax Trust	Union Dues	396.14
07/19/2024	8051 Ascendance	Alignment	674.35
07/19/2024	8052 Bushman Electric Crane & Sign	Vehicle Decals	1,487.00
07/19/2024	8053 Cintas Corp #442	Janitorial	205.25
07/19/2024	8054 NAPA	Belt	39.99
07/19/2024	8055 O'Reilly Auto Parts	Ball Bearings	49.20
07/19/2024	8056 RJ Rasmussen Plumbing	Gas line repair	303.31
07/19/2024	8057 Star Business Machines Inc.	Copier Rental	208.65
07/19/2024	8058 U.S. Bank	News Sub/ Facil.Supl/Fan/ Credited Charg	2,205.87
07/29/2024	8059 Ascendance	Speed Sensor	258.86
07/29/2024	8060 Cintas Corp #442	Uniforms	222.20
07/29/2024	8061 City of Stevens Point	May and June aggregate IT billings	6,067.25
07/29/2024	8062 Gillig LLC	Clearance Lights	280.08
07/29/2024	8063 Heartland Business Systems. LLC	IT monthly service agreement	340.49
07/29/2024	8064 NAPA	Ball joint and brake job parts	1,256.87
07/29/2024	8065 Pomp's Tire Service, Inc.	Tires	1,421.28
07/29/2024	8066 Springbook Holding Company LLC	Annual Service Fees	10,351.15
07/30/2024	8069 United Way of Portage Cty	United Way	8.00
07/30/2024	8070 WI Council 32 Per Capita Tax Trust	Union Dues	396.14
7/1/2024	Delta Dental	Insurance premiums	640.72
7/3/2024	Payroll	Payroll	41,762.02
7/3/2024	Volunteer Reimbursement	Volunteer Reimbursement	3,634.17
7/5/2024	IRS	Payroll Taxes - Fed	13,529.51
7/5/2024	WI Dept of Revenue	Payroll Taxes - State	2,337.78
7/15/2024	Verizon	Verizon Bill	155.98

7/16/2024	Great America Financ Services	Copier Lease	95.00
7/18/2024	Payroll	Payroll	42,236.74
7/18/2024	Volunteer Reimbursement	Volunteer Reimbursement	2,774.85
7/19/2024	Wisconsin Public Service	Utility Payment	1,920.41
7/19/2024	IRS	Payroll Taxes - Fed	13,845.43
7/19/2024	WI Dept of Revenue	Payroll Taxes - State	2,389.26
Total of checks listed			<u>295,101.37</u>
Balance on hand July 31, 2024			<u>1,431,139.62</u>
Plus uncleared checks			17,137.08
Less checks previously written clearing this month			-8,503.85
Ending Cash Balance matching Bank Statements			<u><u>1,439,772.85</u></u>

Meeting of the Transportation CommissionFinances:

Bank Balance as of June 1, 2024

1,745,909.72

Bank Deposits recorded in June 2024

94,984.14

1,840,893.86Checks Issued since the last meeting:

06/03/2024	7980 Cintas Corp #442	Janitorial / Uniforms	238.62
06/03/2024	7981 City of Stevens Point	Workers Comp Premiums	2,189.13
06/03/2024	7982 ZEP Sales	Floor Cleaner	83.95
06/04/2024	7985 WI Council 32 Per Capita Tax Trust	Union Dues	396.14
06/04/2024	7986 United Way of Portage Cty	United Way	8.00
06/06/2024	7987 Aspirus Medical Group, Inc.	Onsite Athletic Trainer	540.00
06/06/2024	7988 Automated Energy Solutions	Technician Visit	496.00
06/06/2024	7989 Baker Tilly Virchow Krause, LLP	Audit	1,600.00
06/06/2024	7990 Cintas Corp #442	Uniforms	206.20
06/06/2024	7991 Courtesy Cab	May Subsidized Cab Rides	505.50
06/06/2024	7992 Fastenal Company	Bolts	6.79
06/06/2024	7993 Kimball Midwest	Coil Cleaner	140.04
06/06/2024	7994 NAPA	Batteries	425.98
06/06/2024	7995 OnSolve	Automated call-in software	746.78
06/06/2024	7996 Stevens Point Auto Center	U-Joint	35.57
06/13/2024	7997 Ascendance	Alignment Check	264.60
06/13/2024	7998 Cintas Corp #442	Janitorial / Uniforms	210.32
06/13/2024	7999 Ecolane USA Inc- CID 253	Ecolane Annua Sub.	8,243.00
06/13/2024	8000 Employee Resource	EAP Services	88.35
06/13/2024	8001 Marshfield Clinic	DOT Randoms	113.00
06/13/2024	8002 Pomp's Tire Service, Inc.	Tires	610.80
06/13/2024	8003 UWSP Printing & Design	UWSP Campus Maps	160.00
06/21/2024	8004 Employee	Wages	1,745.16
06/21/2024	8005 Employee	Wages	428.53
06/18/2024	8006 United Way of Portage Cty	United Way	8.00
06/18/2024	8007 WI Council 32 Per Capita Tax Trust	Union Dues	372.49
06/21/2024	8008 Ascendance	Core Charge	533.62
06/21/2024	8009 Cintas Corp #442	Janitorial	210.26
06/21/2024	8010 NAPA	Air Compressor Oil / Backup Alarm	99.95
06/21/2024	8011 Stevens Point Auto Center	Coolant	47.92
06/28/2024	8012 Ascendance	Coolant Sensors	337.98
06/28/2024	8013 Cintas Corp #442	Janitorial / Uniforms	226.86
06/28/2024	8014 NAPA	Blower Motor	89.99
06/28/2024	8015 Per Mar Security Services	PerMar Annual	874.46
06/28/2024	8016 Stevens Point Public Utilities	Snowplowing	155.96
06/28/2024	8017 Stevens Point Auto Center	A/C Parts	269.95
06/28/2024	8018 Transport Refrigeration, Inc.	Refrigerant	300.00
06/28/2024	8019 U.S. Bank	Conf. Reg. / Promo items / Clean Supl	5,505.90
06/28/2024	8020 UWSP Printing & Design	Campus Route Maps	160.00
6/3/2024	Delta Dental	Insurance premiums	640.72
6/6/2024	Payroll	Payroll	73,485.54
6/6/2024	Volunteer Reimbursement	Volunteer Reimbursement	2,567.86
6/7/2024	IRS	Payroll Taxes - Fed	26,647.11
6/7/2024	WI Dept of Revenue	Payroll Taxes - State	4,763.28
6/13/2024	Verizon	Verizon Bill	475.16
6/17/2024	Great America Financ Services	Copier Lease	95.00
6/20/2024	Wisconsin Public Service	Utility Payment	1,747.85
6/20/2024	Payroll	Payroll	41,422.43
6/20/2024	Volunteer Reimbursement	Volunteer Reimbursement	2,460.72
6/21/2024	IRS	Payroll Taxes - Fed	13,306.22
6/21/2024	WI Dept of Revenue	Payroll Taxes - State	2,284.47

Total of checks listed

198,572.16**Balance on hand June 30, 2024**

1,642,321.70

Plus uncleared checks

8,503.85

Less checks previously written clearing this month

-6,151.98

Ending Cash Balance matching Bank Statements

1,644,673.57

