

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  
March 10, 2025 - 5:00 PM**

Central Transportation  
2700 Week Street

OR

Zoom Teleconferencing

<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 January 13, 2025 minutes
3. Approval of January and February 2025 Financial/Claims Report.
4. Approval of Spending: \$10,000 for new camera equipment.
5. Update on the Transportation System and Department from Talin Scheuermann.
6. Next Meeting Date - April 14, 2025 - 5:00pm.
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**

January 13, 2025 - 5:00pm  
2700 Week Street, Stevens Point, Wisconsin  
Or  
Zoom Teleconferencing

**Minutes**

**1. Roll Call**

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

**2. Approval of December 9, 2024 minutes.**

Ald. Allison Birr made a motion to approve the December 9, 2024 minutes. Ald. Dean Shuda seconded. All in favor; none opposed. Motion carried.

**3. Approval of December 2024 Financial/Claims Report.**

Ald. Dean Shuda made a motion to approve the December 2024 financial/claims reports. Karalyn Peterson seconded. All in favor; none opposed. Motion carried.

**4. Approval of services and terms relating to the Transportation Department as set forth in the Baker Tilly Engagement Letter.**

Ald. Allison Birr made a motion to approve services and terms relating to the Transportation Department as set forth in the Baker Tilly Engagement Letter. Ald. Dean Shuda seconded. All in favor; none opposed. Motion carried.

**5. Approval to allocate up to \$71,241 per bus for variances, delivery, and spare/tooling costs as part of the purchase of three buses.**

Tom Bertram made a motion to allocate up to \$71,241 per bus for variances, delivery, and spare/tooling costs as part of the purchase of three buses. Ald. Allison Birr seconded. All in favor; none opposed. Motion carried.

**6. Update on the Transportation System and Department from Talin Scheuermann.**

**7. Next Meeting Date - February 10, 2025 - 5:00pm.**

**8. Adjournment**

5:21pm

**Meeting of the Transportation Commission**

**Finances:**

Bank Balance as of February 1, 2025	<b>1,981,745.08</b>
Bank Deposits recorded in February 2025	326,274.41
	<hr/> 2,308,019.49

**Checks Issued since the last meeting:**

02/06/2025	8339 Ascendance	Assorted Gaskets	39.66
02/06/2025	8340 Aspirus Medical Group, Inc.	Onsite Trainer	765.00
02/06/2025	8341 Cintas Corp #442	Facility Supplies/Uniforms	199.34
02/06/2025	8342 Courtesy Cab	Subsidized taxi trips	506.50
02/06/2025	8343 FleetPride	Coolant hose	47.97
02/06/2025	8344 Halron Lubricants Inc	Oil	529.36
02/06/2025	8345 Stevens Point Public Utilities	Snow Plowing	40.66
02/06/2025	8346 Ron Turley Associates, Inc.	RTA Annual Sub	3,948.00
02/06/2025	8347 TJ TJs Tire and Auto	Tire recycling fee	200.00
02/14/2025	8348 Employee	Wages	1,548.07
02/14/2025	8349 Employee	Wages	1,328.34
02/11/2025	8350 United Way of Portage Cty	United Way	8.00
02/11/2025	8351 WI Council 32 Per Capita Tax Trust	Union Dues	409.09
02/13/2025	8352 Affordable Auto Glass LLC	Crack repair, less sales tax	80.00
02/13/2025	8353 Central Door Solutions, LLC	Head Seal	77.40
02/13/2025	8354 Cintas Corp #442	Facility Supplies/Uniforms	175.74
02/13/2025	8355 City of Stevens Point	Health Insurance, WRS, Deferred comp	58,038.42
02/13/2025	8356 Cooper Oil Company, Inc	Diesel	358.64
02/13/2025	8357 Employee Resource	Monthly EAP Bill	91.20
02/13/2025	8358 FleetPride	Slack Adjuster	276.95
02/13/2025	8359 Marshfield Clinic	DOT random, annual program fee	279.00
02/13/2025	8360 PassioTechnologies LLC - CID 253	Passio monthly subscription	911.50
02/21/2025	8361 Ascendance	Fuel hose	514.65
02/21/2025	8362 Beaver of Wisconsin	hose swivel	265.00
02/21/2025	8363 Cintas Corp #442	Facility Supplies/Uniforms	208.97
02/21/2025	8364 FleetPride	Air Fittings	17.58
02/21/2025	8365 Stevens Point Public Utilities	Plowing and Salting	81.32
02/21/2025	8366 Stevens Point Auto Center	Oil Filters	69.72
02/21/2025	8367 U.S. Bank	Facility /Office supplies, Bus parts	1,478.87
02/21/2025	8368 UWSP Printing & Design	Service Guides	391.00
02/21/2025	8369 ZEP Sales	Cleaning supplies	134.13
02/28/2025	8370 Employee	Wages	1,548.07
02/28/2025	8371 Employee	Wages	1,341.11
02/28/2025	8372 United Way of Portage Cty	United Way	8.00
02/28/2025	8373 WI Council 32 Per Capita Tax Trust	Union Dues	434.38
02/28/2025	8374 Baker Tilly Virchow Krause, LLP	Audit Fees	380.33
02/28/2025	8375 Cintas Corp #442	Uniforms	175.74
02/28/2025	8376 Cummins Sales & Service	O ring and Gasket	17.97
02/28/2025	8377 Gillig LLC	arm channels	43.36
02/28/2025	8378 Motors and Controls of Wisconsin LLC	Motor rewind	493.69
02/28/2025	8379 PassioTechnologies LLC - CID 253	Passio monthly sub, June 2024	911.50
02/28/2025	8380 Portage County Treasurer	PCB Park membership dues	6,859.70
02/28/2025	8381 Stevens Point Public Utilities	plowing and salting	142.31
02/28/2025	8382 UWSP Printing & Design	Bus passes	155.88
2/3/2025	Delta Dental	Insurance premiums	967.92
2/10/2025	Payroll/Correction	Payroll/Correction	400.00
2/12/2025	Verizon	Verizon Bill	135.18
2/13/2025	Payroll	Payroll	47,067.55
2/13/2025	Volunteer Reimbursement	Volunteer Reimbursement	3,271.31
2/14/2025	IRS	Payroll Taxes - Fed	14,661.24
2/14/2025	WI Dept of Revenue	Payroll Taxes - State	2,560.27
2/10/2025	Great America Financ Services	Copier Lease	95.00
2/14/2025	Wisconsin Public Service	Utility Payment	4,449.50

2/27/2025	Payroll	Payroll	48,174.68
2/27/2025	Volunteer Reimbursement	Volunteer Reimbursement	4,018.61
2/28/2025	IRS	Payroll Taxes - Fed	15,687.96
2/28/2025	WI Dept of Revenue	Payroll Taxes - State	2,787.15
2/28/2025	Payroll	Payroll	140.64
	<b>Total of checks listed</b>		<u>229,949.13</u>
	<b>Balance on hand February 28, 2025</b>		<u>2,078,070.36</u>
	Plus uncleared checks		12,124.41
	Less checks previously written clearing this month		-28,583.57
	<b>Ending Cash Balance matching Bank Statements</b>		<b>2,061,611.20</b>

**Meeting of the Transportation Commission**

**Finances:**

Bank Balance as of January 1, 2025	<b>1,937,339.03</b>
Bank Deposits recorded in January 2025	431,141.09
	<hr/> 2,368,480.12

**Checks Issued since the last meeting:**

01/03/2025	8287 Employee	Wages	1,499.60
01/03/2025	8288 Employee	Wages	1,897.85
01/03/2025	8289 United Way of Portage Cty	United Way	8.00
01/03/2025	8290 WI Council 32 Per Capita Tax Trust	Union Dues	433.56
01/09/2025	8291 Ascendance	Air Filter	54.91
01/09/2025	8292 Aspirus Medical Group, Inc.	Onsite Therapy	665.50
01/09/2025	8293 Baker Tilly Virchow Krause, LLP	Financial Audit	2,474.13
01/09/2025	8294 Employee	Annual Shoe Reimbursement	150.00
01/09/2025	8295 Cintas Corp #442	Uniforms	199.34
01/09/2025	8296 Courtesy Cab	Subsidized Taxi Rides	512.00
01/09/2025	8297 Employee Resource	Monthly EAP Services	88.35
01/09/2025	8298 Heartland Business Systems. LLC	HBS Managed Services	340.00
01/09/2025	8299 Marshfield Clinic	DOT Randoms	259.00
01/09/2025	8300 NAPA	Batteries	399.98
01/09/2025	8301 Stevens Point Public Utilities	Plowing/Salting	194.75
01/09/2025	8302 Stevens Point Auto Center	Oil Filters	21.78
01/09/2025	8303 Summit Companies	fire extinguisher inspections	1,693.80
01/09/2025	8304 Transit Mutual Insurance Corporation	Insurance-Vehicles	51,515.00
01/17/2025	8305 Employee	Wages	1,641.68
01/17/2025	8306 Employee	Wages	1,562.13
01/17/2025	8309 1st Ayd Corporation	Soap concentrate	194.45
01/17/2025	8310 Ascendance	Motor rebuild main parts order	3,509.79
01/17/2025	8311 Cintas Corp #442	Uniforms / Facility Supplies	183.42
01/17/2025	8312 Cooper Oil Company, Inc	December gasoline bill	459.08
01/17/2025	8313 NAPA	Engine paint	182.96
01/17/2025	8314 PassioTechnologies	Passion Monthly Sub.	911.50
01/17/2025	8315 TJs Tire and Auto	Tires	2,800.00
01/17/2025	8316 Friends of 90FM	Trivia Advertising	345.00
01/23/2025	8317 Ascendance	Fuel Filters	198.14
01/23/2025	8318 Cintas Corp #442	Uniforms / Facility Supplies	216.65
01/23/2025	8319 Diesel Machine Service Inc	Engine rebuild	2,699.81
01/23/2025	8320 Gillig LLC	Gasket, hose, and clamp	294.95
01/23/2025	8321 Heartland Business Systems. LLC	Managed IT	340.00
01/23/2025	8322 Mada Custom Apparel & Sporting Goods	Driver Polos	328.80
01/23/2025	8323 U.S. Bank	PPEs	1,054.05
01/23/2025	8324 Employee	Shoe Reimbursement	150.00
01/27/2025	8325 City of Stevens Point	WRS, Health Ins, Life Ins., Deferred comp.	89,914.78
01/27/2025	8326 U.S. Bank	AED batteries / Magnetic read switch	451.65
01/31/2025	8327 Employee	Wages	1,666.96
01/31/2025	8328 Employee	Wages	1,357.57
01/28/2025	8329 United Way of Portage Cty	United Way	8.00
01/31/2025	8330 Ascendance	Washer and Union	800.76
01/31/2025	8331 Cintas Corp #442	Uniforms / Facility Supplies	183.42
01/31/2025	8332 City of Stevens Point	January Workers Comp Premiums	2,694.65
01/31/2025	8333 Gillig LLC	Coolant level sensor	160.68
01/31/2025	8334 Halron Lubricants Inc	Oil	999.90
01/31/2025	8335 NAPA	Paint	27.98
01/31/2025	8336 Portage County Finance	AR Refund	14,145.30
01/31/2025	8337 Stevens Point Auto Center	Sun Visors	68.71
01/31/2025	8338 TJ TJs Tire and Auto	Tires	5,220.00
01/14/2025	9307 United Way of Portage Cty	United Way	8.00
01/14/2025	9308 WI Council 32 Per Capita Tax Trust	Union Dues	433.56
1/2/2025	Payroll	Payroll	43,831.16
1/2/2025	Volunteer Reimbursement	Volunteer Reimbursement	1,918.61

1/2/2025	Delta Dental	Insurance premiums	711.10
1/3/2025	IRS	Payroll Taxes - Fed	14,470.04
1/3/2025	WI Dept of Revenue	Payroll Taxes - State	2,485.69
1/13/2025	Verizon	Verizon Bill	135.18
1/16/2025	Payroll	Payroll	49,083.90
1/16/2025	Volunteer Reimbursement	Volunteer Reimbursement	2,382.61
1/16/2025	Great America Financ Services	Copier Lease	95.00
1/17/2025	IRS	Payroll Taxes - Fed	16,120.96
1/17/2025	WI Dept of Revenue	Payroll Taxes - State	2,875.15
1/17/2025	Payroll	Payroll	57.4
1/21/2025	Wisconsin Public Service	Utility Payment	3,833.47
1/30/2025	Payroll	Payroll	47,659.60
1/30/2025	Volunteer Reimbursement	Volunteer Reimbursement	2,530.25
1/31/2025	IRS	Payroll Taxes - Fed	14,967.04
1/31/2025	WI Dept of Revenue	Payroll Taxes - State	2,628.24
	<b>Total of checks listed</b>		<u>403,407.28</u>
	<b>Balance on hand January 31, 2025</b>		<u>1,965,072.84</u>
	Plus uncleared checks		28,555.57
	Less checks previously written clearing this month		-11,883.33
	<b>Ending Cash Balance matching Bank Statements</b>		<b><u><u>1,981,745.08</u></u></b>