

**City of Stevens Point
Transportation Commission Meeting
September 14, 2020 - 4:45 PM**

Join Zoom Meeting:
<https://zoom.us/j/91696515819?pwd=U01EM2RPcm42SG5KOWZSQmc1Sm9lQT09>
Meeting ID: 916 9651 5819
Passcode: 123578
Dial In:
+1 312 626 6799 US (Chicago)

AGENDA

Discussion and Possible Action on:

1. Roll Call
2. August 10, 2020 Transportation Commission meeting minutes.
3. August 2020 financial/claims report.
4. Request for Central Transportation vehicles to be included in the Portage County jail emergency evacuation plan, for non-EOC activated events.
5. Next meeting date.
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
August 10, 2020**

Minutes

1. Roll Call

Present: Nichole Lysne, Karalyn Peterson, Ald. Mary Kneebone, Ald.
Thomas Leek, Tom Bertram, Greg Koepel, Fred Hopfensperger

Excused:

Others: Joel Lemke - Director of Public Utilities and Transportation,
Tom Carroll - Operations Supervisor
Talin Scheuermann - AM Supervisor

2. Approval of July 13, 2020 minutes

Fred Hopfensperger moved to approve the minutes of the July 13, 2020 Transportation Commission meeting. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.

3. Approval of the July 2020 financial/claims report.

Fred Hopfensperger moved to approve the July 2020 financial/claims report. Tom Bertram seconded. Ayes all; Nays none; Motion carried.

4. Approval of the 2021 Mobility Management and Volunteer Driver operating budgets.

Ald. Mary Kneebone moved to approve the 2021 Mobility Management and Volunteer Driver operating budgets. Fred Hopfensperger seconded. Ayes all; Nays none; Motion carried.

5. Approval to move forward with a federal 5310 grant application for the Mobility Management program and the Volunteer Driver program.

Karalyn Peterson moved to approve to move forward with a federal 5310 grant application for the Mobility Management program and the Volunteer Driver program. Ald. Mary Kneebone seconded. Ayes all; Nays none; Motion carried.

6. Approval to reinstate fares beginning September 1, 2020.

Karalyn Peterson moved to approve to reinstate fares beginning September 1, 2020. Fred Hopfensperger seconded. Ayes all; Nays none; Motion carried.

7. Next meeting date.

The next Transportation Commission meeting is scheduled to be held on September 14, 2020 at 4:45 p.m.

8. Adjournment.

The meeting was adjourned at 5:06 p.m.

REPORT TO THE SEPTEMBER 2020
MEETING OF THE TRANSPORTATION COMMISSION
FINANCIAL/CLAIMS REPORT

FINANCES:

Bank Balance as of August 1, 2020

\$ 649,224.37

Bank Deposits recorded in August 2020

\$ 647,541.89

\$ 1,296,766.26

CHECKS ISSUED SINCE THE AUGUST 2020 MEETING:

5799	Employee Wages	Salaries	1,360.62
5800	Employee Wages	Salaries	900.80
5801	Employee Wages	Salaries	226.26
5802	CSPC Ohio Child Support Pymt Central	Child Support	235.38
5803	Edward L Severson	Mileage Reimbursement	303.03
5804	Ronald Sutheimer	Mileage Reimbursement	351.33
5805	United Way of Portage Cty	United Way	13.00
5806	WI Council 32 Per Capita Tax Trust	Union Dues	267.12
5807	A Plus Doors LLC	Garage Door Repairs	909.00
5808	Baker Tilly Virchow Krause, LLP	Audit Financial Statement Review	320.09
5809	Cintas Corp #442	Uniforms, Mats, Towels, Solution	830.18
5810	Frank's Hardware	Trimmer Line, Car Wash Parts	35.05
5811	Mid-State Truck Service Inc	Hose	44.58
5812	Midwest Transit Equipment	Module, Door Controller	364.91
5813	NAPA	Red Threadlocker, Battery, Oil Filters, Blue Threadlocker, Core Deposit	331.54
5814	Jeanette Osowski	Mileage Reimbursement - reissued check	185.60
5815	Star Business Machines Inc.	Copier Maintenance Agreement	80.57
5816	Verizon Wireless	Cell phone charges	15.90
5817	WI Public Service	Monthly Utility Charges	1,845.86
5818	Employee Wages	Salaries	1,346.43
5819	Employee Wages	Salaries	724.88
5820	Employee Wages	Salaries	169.13
5821	Employee Wages	Salaries	21.05
5822	CSPC Ohio Child Support Pymt Central	Child Support	235.38
5823	Jeanette Osowski	Mileage Reimburement	94.30
5824	Dorothy Tess	Mileage Reimburement	133.40
5825	United Way of Portage Cty	United Way	13.00
5826	WI Council 32 Per Capita Tax Trust	Union Dues	288.07
5827	Cintas Corp #442	Face masks, gloves	285.00
5828	Courtesy Cab	Courtesy Cab Rides	491.50
5829	Energetix Corp	Random DOT Testing	98.25
5830	Len Dudas Motors Inc	Oil Filter	22.54
5831	Mid-State Truck Service Inc	Fan Support	315.92
5832	NAPA	Serpentine belt, brake caliper and pads, core return	278.47
5833	Unemployment Insurance	Unemployment Charges	1,230.00
5834	Verizon Wireless	Cell phone	15.90
5835	Cintas Corp #442	Mats, Towels, Solution, Uniforms	271.28
5836	City of Stevens Point	Workers Comp Premiums	2,107.92
5837	Color Vision LTD	LNT Maps	251.29
5838	Frank's Hardware	Silicone	12.18
5839	Gillig LLC	Turn Signal Switch	99.32
5840	Mid-State Truck Service Inc	Fuel & Coolant Filters	797.22
5841	Paula Okray	Shoe & Clothing Reimbursement	125.00
5842	Springbook Holding Company LLC	Annual Software Maintenance Fees	6,067.40

5843	Mastercard	Single Ride Bus Passes, Amazon Prime, Ink, Pouches, Webcam, Adobe Subscription, Restraints, Face Masks, Vest, Sanitizer, Med Supplies, Fertilizer, Seed, Water Softner Salt, Misc.	3,004.51	
5844	Charlene Zagrzebski	Shoe Reimbursement	73.84	
	Verizon	Mobile Data Terminals	400.40	
	Great America Financial Services	Copier Lease	95.00	
	Volunteer Drivers	Mileage Reimbursement	3,840.16	
EFT	Payroll	8/6/2020	31,240.12	
EFT	Payroll	8/20/2020	29,878.61	
	IRS	Payroll Taxes - Fed	19,547.14	
	WI Dept of Revenue	Payroll Taxes - State	3,911.47	
TOTAL OF CHECKS LISTED			<u>\$ 116,106.90</u>	<u>\$ 116,106.90</u>
BALANCE ON HAND AUGUST 31, 2020				<u>\$ 1,180,659.36</u>

Balance on Hand	<u>\$ 1,180,659.36</u>
Plus checks written after end of month	
Less checks from last commission meeting	
Plus uncleared checks	\$ 833.94
Less checks previously written clearing this month	<u>\$ (1,574.98)</u>
Ending Cash Balance matching Bank Statements	<u><u>\$ 1,179,918.32</u></u>