

**City of Stevens Point
Transportation Commission Meeting
July 13, 2020 - 4:45 PM**

MINUTES

1. Roll Call

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

Excused: Fred Hopfensperger

Others: Joel Lemke - Director of Public Utilities and Transportation,
Susan Lemke- Transportation Superintendent

2. Approval of June 8, 2020 minutes

Karalyn Peterson moved to approve the minutes of the June 8, 2020 Transportation Commission meeting. Ald. Mary Kneebone seconded. Ayes all; Nays none; Motion carried.

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

Ald. Thomas Leek moved to approve the June 2020 financial/claims report. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.

4. Approval to use transportation general funding for roof repair.

Roof repair is needed above the office area of the Central Transportation facility. The project will consist of removing the existing ridge cap, and installation of a new vented ridge cap. Superintendent Lemke requested approval to use transportation general funds for the project, indicating there is adequate funding available. The estimated cost for repair is \$12,000. Tom Bertram moved to approve the use of general fund dollars for the Central Transportation facility roof repair. Karalyn Peterson seconded. Ayes all; Nays none; Motion Carried.

5. Approval to award roof repair bid to lowest responsible bidder.

Two (2) quotes were received for the roof repair. Muza Sheet Metal Co., LLC issued a quote in the amount of \$11,412.00. Northern Metal & Roofing Company, Inc. issued a quote in the amount of \$13,125.00. Ald. Mary Kneebone moved to approve the award for the roof repair project to the lowest responsible bidder. Ald. Thomas Leek seconded. Ayes all; Nays none; Motion carried.

6. Approval to move forward with purchasing Bus Operator Protection Barriers.

Superintendent Lemke requested to move forward with the purchase of Bus Operator protection barriers on fixed route buses. The barriers will protect the Bus Operators from exposure to contagious illnesses as well as provide protection in the event of an attempted assault. The cost of the protective barriers will be covered at 100% through federal funding. Karalyn Peterson made a motion to move forward with the purchase of the Bus Operator protection barriers. Tom Bertram seconded. Ayes all; Nays none; Motion carried.

7. Approval of the Central Transportation Public Transportation Agency Safety Plan.

FTA has mandated public transportation systems to have an agency safety plan in place by the end of July 2020. The City of Stevens Point/Central Transportation's plan was reviewed by the Commission. Greg Koepel suggested safety efforts and topics be discussed quarterly with the Transportation Commission to assure the plan remains active. Ald. Thomas Leek moved to approve the Central Transportation safety plan. Seconded by Greg Koepel. Ayes all; Nays none; Motion carried.

8. Next meeting date.

The next Transportation Commission meeting is scheduled to be held on August 10, 2020 at 4:45 p.m.

9. Adjournment

The meeting was adjourned at 5:40 p.m.

