

**City of Stevens Point
Transportation Commission Meeting
January 11, 2021 - 4:45 PM**

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Meeting ID: 916 9651 5819

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AGENDA

Discussion and Possible Action on:

1. Roll Call
2. Approval of the December 14, 2020 Transportation Commission minutes.
3. Approval of the December 2020 financial/claims report.
4. CY2021 - 5310 Federal grant awards.
5. Staff update.
6. Next meeting date.
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
December 14, 2020 – 4:45 PM

MINUTES

1. **Roll Call.**
Present: Nichole Lysne- Chair, Karalyn Peterson-Vice Chair, Ald. Mary Kneebone, Ald. Thomas Leek, Tom Bertram, Greg Koepel

Excused: Marc Christianson

Others Present: Taylor Hale, Susan Lemke
2. **Approval of the November 9, 2020 Transportation Commission minutes.**
Karalyn Peterson moved to approve the November 9, 2020 Transportation Commission meeting minutes. Ald. Thomas Leek seconded. Ayes all; Nays none; Motion carried.
3. **Approval of the November 2020 financial/claims report.**
Tom Bertram moved to approve the November 2020 financial/claims report. Ald. Mary Kneebone seconded. Ayes all; Nays none; Motion carried.
4. **Consideration for a partial refund to Whiting and Crossroad Commons due to Cares Act funding in CY2020.**
Due to the COVID pandemic the transportation division received 100% operating reimbursement in the 5311/85.20 program for approximately 11 months of 2020, reducing the local share obligation. Whiting and Crossroad Commons/Plover subsidize the local share cost of the 5311/85.20 program, therefore the Transportation Superintendent recommended partial refunds be made to their subsidy amounts for CY2020. Greg Koepel moved to approve the refunds to Whiting and Crossroad Commons/Plover to offset their subsidies due to Cares Act funding in CY2020. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.
5. **Next meeting date.**
The next Transportation Commission meeting will be held on January 11, 2021 at 4:45 p.m. via Zoom.
6. **Adjournment.**
The meeting was adjourned by Chair Nichole Lysne at 5:14 p.m.

REPORT TO THE JANUARY 2021			
MEETING OF THE TRANSPORTATION COMMISSION			
FINANCIAL/CLAIMS REPORT			
FINANCES:			
Bank Balance as of December 1, 2020			\$ 1,076,197.04
Bank Deposits recorded in December 2020			\$ 440,022.59
			\$ 1,516,219.63
CHECKS ISSUED SINCE THE DECEMBER 2020 MEETING:			
6005	Employee Wages	Salaries	1,299.92
6006	Employee Wages	Salaries	910.72
6007	Employee Wages	Salaries	1,160.34
6008	Employee Wages	Salaries	1,435.94
6009	Employee Wages	Salaries	80.67
6010	Employee Wages	Salaries	
6011	CSPC Ohio Child Support Pymt Central	Child Support	235.38
6012	Edward L Severson	Mileage Reimbursement	432.28
6013	United Way of Portage Cty	United Way	13.00
6014	WI Council 32 Per Capita Tax Trust	Union Dues	329.97
6015	A Plus Doors LLC	Repair Garage Door	228.00
6016	Cintas Corp #442	Uniforms, Disposable Gloves, Mats, Towels, Solution	753.60
6017	City of Stevens Point	Workers Comp Prem	2,764.90
6018	Courtesy Carriers, Inc.	Courtesy Carriers SMV	53.25
6019	Energetix Corp	Random DOT Testing	393.00
6020	Dan Eron	Clothing Reimbursement	121.27
6021	Frank's Hardware	Hammer Drill, Cut Off Wheels	410.87
6022	Henry Kolodziej	Shoe Reimbursement	200.00
6023	Mid-State Truck Service Inc	Oil Filters, Injector Kit & Lines, Core Return	4,107.69
6024	Midwest Aerial Inspections LLC	Annual Crane Inspection	225.00
6025	NAPA	Jump Starter, Oil Filter, Clamps, Light Bulb, Serpentine Belt, Brakes, Calipers, Credit Memo, Core Return	589.69
6026	Pomp's Tire Service, Inc.	Tires, Mount & Balance	366.12
6027	Craig Schroeder	Shoe Reimbursement	125.00
6028	Schultz Property Management	Downtown Bathroom Rental	200.00
6029	Unemployment Insurance	Unemployment Charges	569.00
6030	Verizon Wireless	IPad & cell phone charges	15.42
6031	WI Public Service	Monthly Utility Bill	2,052.19
6032	Employee Wages	Salaries	1,408.05
6033	Employee Wages	Salaries	925.71
6034	Employee Wages	Salaries	1,241.33
6035	Employee Wages	Salaries	1,435.94
6036	Employee Wages	Salaries	80.67
6037	CDW Government	Direct License & Part	791.80
6038	Cintas Corp #442	Uniforms, Mats, Towels, Solution	547.29
6039	Community Transportation Assoc. of America	2021 CTAA Membership	350.00
6040	Courtesy Cab	Courtesy Cab Rides	566.75
6041	Patrick Draper	Shoe Reimbursement	125.00
6042	Energetix Corp	Random DOT Drug Testing	214.75
6043	Gillig LLC	Air Reservoir, Hose Asm	531.75
6044	Hartland Lubricants & Chemicals	Motor Oil	648.00
6045	INCLUSA	Refund Overpayment Transit Trips	29,325.00
6046	Kimball Midwest	Weatherproofing Sealant	177.48
6047	Seon Design USA Corp	V-Max Commander Software Renewal	1,020.00
6048	Dave Adams	Shoe Reimbursement	125.00
6049	Affordable Auto Glass LLC	Repair Windshield Chip	75.00
6051	Jeremy Kowalski	Shoe Reimbursement	110.78

6052	Mid-State Truck Service Inc	Harness, Gasket, Nozzle, Tube, Retainer, Core Return, Returned Nozzles	355.76	
6053	Jeff Mijal	Shoe Reimbursement	125.00	
6054	NAPA	Parts Washer Solvent	286.47	
6055	Mastercard	Scotch Tape, Mag Light, Printer, Storage Boxes, Calendar, Mop/Broom Holder, Printer, Background Check, Adobe Sub, 10-Ton Service Jack	1,697.25	
6056	Jason West	Shoe Reimbursement	125.00	
6057	CSPC Ohio Child Support Pymt Central	Child Support	235.38	
6058	United Way of Portage Cty	United Way	13.00	
6059	WI Council 32 Per Capita Tax Trust	Union Dues	329.97	
6060	Cintas Corp #442	Uniforms, Nitrile Gloves, Mats, Towels, Solution	914.65	
6061	City of Stevens Point	Insurance, retirement & fuel, workers comp premiums	53,701.62	
6062	Fastenal Company	Ice Melt, Bit, Screws	635.89	
6063	Gillig LLC	Turn Signal Switches, Bracket	5,404.92	
6064	Len Dudas Motors Inc	Oil Filters and Oil Filter Kits	114.86	
6065	Motors and Controls of Wisconsin LLC	Repaired DC Motor	123.77	
6066	Stevens Point Water Dept	Water Bill, Meter Size 3", C 5/8"	2,622.31	
	Verizon	Mobile Data Terminals	400.40	
	Great America Financial Services	Copier Lease	95.00	
	Volunteer Drivers	Mileage Reimbursement	5,944.88	
EFT	Payroll	12/10/2020	40,335.15	
EFT	Payroll	12/24/2020	29,365.66	
	IRS	Payroll Taxes - Fed	20,684.82	
	WI Dept of Revenue	Payroll Taxes - State	4,207.12	
	TOTAL OF CHECKS LISTED		\$ 226,492.40	\$ 226,492.40
	BALANCE ON HAND DECEMBER 31, 2020			\$ 1,289,727.23
		Balance on Hand		\$ 1,289,727.23
		Plus checks written after end of month		
		Less checks from last commission meeting		
		Plus uncleared checks		\$ 73,096.90
		Less checks previously written clearing this month		\$ (7,225.98)
		Ending Cash Balance matching Bank Statements		\$ 1,355,598.15

Cycle 45 (2021) 5310 Grant Awards

Subrecipient	Counties Served	Project Type	Project Detail	Award
ADVOCAP, Inc.	Winnebago	Operating Assistance	Volunteer Drivers	\$ 31,875
Aptiv, Inc.	La Crosse, Monroe, Jackson	Vehicle - Expansion	1 Minivan, Rear-load	\$ 32,800
Barron Co. Developmental Svcs, Inc.	Barron	Vehicle - Replacement	1 Bariatric Van, Rear-load	\$ 40,000
Black River Industries, Inc.	Taylor, Price	Vehicle - Replacement	1 Bariatric Van, Side-load	\$ 41,600
Brooke Industries, Inc.	Fond du Lac, Green Lake	Vehicle - Replacement	1 Medium Bus	\$ 57,400
Center for Independent Living -	42 counties mostly in NW	Mobility Management	Call-center; mobility management	\$ 86,046
Western Wisconsin, Inc.	& NC Wisconsin	Operating Assistance	Volunteer Drivers; Travel Coordination	\$ 413,344
Challenge Center, Inc.	Douglas	Vehicle - Replacement	1 Minivan, Rear-load	\$ 32,800
City of Stevens Point	Portage	Mobility Management	Call-Center; Mobility Management	\$ 115,520
		Operating Assistance	Volunteer Drivers	\$ 59,288
County of Adams	Adams	Vehicle - Replacement	1 Bariatric Van, Side-load	\$ 41,600
County of Calumet	Calumet	Operating Assistance	Volunteer Drivers, Demand Response	\$ 16,262
		Vehicle - Expansion	1 Minivan, Rear-load	\$ 32,800
County of Columbia	Columbia	Vehicle - Replacement	1 Minivan, Rear-load	\$ 32,800
County of Dodge	Dodge	Vehicle - Replacement	1 Minivan, Side-load	\$ 32,800
County of Jefferson	Jefferson	Mobility Management	Mobility Management services	\$ 66,989
		Vehicle - Expansion	1 Minivan, Rear-load	\$ 32,800
County of Kenosha	Kenosha	Operating Assistance	Accessible Medical Service	\$ 23,331
County of Langlade	Langlade	Vehicle - Replacement	1 Medium Bus (Lg.) - Honeycomb	\$ 59,200
County of Manitowoc	Manitowoc	Mobility Management	Mobility Management services	\$ 68,682
County of Monroe	Monroe	Vehicle - Replacement	1 Bariatric Van, Side-load	\$ 41,600
County of Racine	Racine	Mobility Management	Mobility Management services	\$ 19,242
County of Richland	Richland	Operating Assistance	Demand-response Transportation	\$ 11,172
County of Rock	Rock	Mobility Management	1-on-1 & Group Travel Training	\$ 52,149
County of Rusk	Rusk	Mobility Management	Mobility Management services	\$ 39,247
County of Sauk	Sauk	Operating Assistance	Volunteer Drivers; Fixed-route service	\$ 52,626
County of Sawyer / Lac Courte Oreilles Transit Commission	Barron, Washburn, Sawyer, Bayfield, Ashland, Iron, Price	Mobility Management	Mobility Management services	\$ 108,232
County of Shawano	Shawano	Vehicle - Replacement	1 Large Bus - Honeycomb	\$ 86,400
County of Sheboygan	Sheboygan	Operating Assistance	Volunteer Drivers	\$ 14,694
		Vehicle - Replacement	1 Medium Bus	\$ 57,400
County of Vernon	Vernon	Operating Assistance	Volunteer Drivers	\$ 10,582
County of Waupaca	Waupaca	Operating Assistance	Demand-response & Volunteer Drivers	\$ 6,821
Crawford Co. Opportunity Ctr., Inc.	Crawford, Grant	Vehicle - Replacement	1 Medium Bus	\$ 57,400
Disabilities Services, Inc.	5 Central WI counties	Operating Assistance	Fixed Route service	\$ 41,618
Diversified Services, Inc.	Burnett, Polk	Vehicle - Replacement	1 Medium Bus (Lg.) - Honeycomb	\$ 58,100
Door-Tran, Inc.	Door	Mobility Management	Mobility Management services	\$ 65,141
		Operating Assistance	Volunteer Drivers & Voucher Program	\$ 22,387
East Shore Industries, Inc.	Kewaunee	Vehicle - Expansion	1 Bariatric Van, Side-load	\$ 41,600
Endeavors Adult Dvpmnt. Ctr., Inc.	6 NW WI counties	Vehicle - Replacement	1 Medium Bus - Honeycomb	\$ 58,800
Green Valley Enterprises, Inc.	Dodge	Vehicle - Replacement	1 Medium Bus-Honeycomb	\$ 58,800
Greenco Industries, Inc.	Green, Lafayette	Vehicle - Replacement	1 Minivan, Rear-load	\$ 32,800
Hodan Community Svcs., Inc.	Iowa, Lafayette, Grant	Vehicle - Replacement	1 Large Bus	\$ 79,200
Lutheran Social Services of Wisconsin & Upper Michigan, Inc.	Outagamie, Winnebago, Calumet, Waupaca	Mobility Management	Travel Training & Mobility Management	\$ 41,813
		Operating Assistance	Volunteer Drivers; Elderly Cycling	\$ 24,213

Cycle 45 (2021) 5310 Grant Awards

Subrecipient	Counties Served	Project Type	Project Detail	Award
Muskego Senior Taxi Service, Inc.	Waukesha	Operating Assistance	Volunteer Driver Program	\$ 38,041
New Hope Center, Inc.	Calumet, Manitowoc	Mobility Management	Mobility Management services	\$ 41,537
		Operating Assistance	Fixed Route service	\$ 36,480
		Vehicle - Replacement	1 Bariatric Van, Side-load	\$ 41,600
NEWCAP, Inc.	Marinette, Oconto	Mobility Management	Mobility Management services	\$ 73,564
		Operating Assistance	Medical Mileage Reimbursement	\$ 5,552
North Central Health Care	Marathon, Lincoln	Vehicle - Replacement	1 Medium Bus	\$ 57,400
North Country Independent Living, Inc.	8 counties in Northwestern Wisconsin	Mobility Management	Mobility Management services	\$ 22,173
		Operating Assistance	Volunteer Drivers & Voucher Program	\$ 99,750
Northwoods, Inc.	Columbia, Marquette, Sauk	Vehicle - Replacement	1 Medium Bus	\$ 57,400
Opportunity Dvpmnt. Centers, Inc.	Portage	Vehicle - Replacement	1 Minivan, Rear-load	\$ 32,800
Opportunity of NC Wisconsin, Inc.	Marathon, Wood, Portage	Vehicle - Replacement	1 Minivan, Rear-load	\$ 32,800
RSVP of Rock County, Inc.	Rock	Operating Assistance	Volunteer Drivers	\$ 11,638
Senior Connections, Inc.	4 NW WI counties	Vehicle - Replacement	1 Minivan, Side-load	\$ 32,800
Southwest Opportunities Center, Inc.	Grant	Vehicle - Replacement	1 Large Bus	\$ 79,200
Southwest Wisconsin Community Action Program, Inc.	Grant, Green, Iowa, Lafayette, Richland	Mobility Management	Call-Center; Mobility Management	\$ 201,334
		Operating Assistance	Volunteer Drivers	\$ 187,078
St. Coletta of Wisconsin, Inc.	Jefferson, Dodge, Waukesha	Vehicle - Replacement	1 Medium Bus	\$ 57,400
The Threshold, Inc.	Washington	Vehicle - Replacement	1 Minibus, Dual-Axle	\$ 47,300
Tomahawk Area Interfaith Volunteers	Lincoln, Oneida, Price	Operating Assistance	Volunteer Drivers	\$ 13,241
		Vehicle - Replacement	1 Bariatric Van, Side-load	\$ 41,600
Tri-State Regional Ambulance, Inc.	9 SW WI counties	Vehicle - Replacement	1 Minivan, Rear-load	\$ 32,800
Ventures Unlimited, Inc.	Washburn	Vehicle - Replacement	1 Bariatric Van, Side-load	\$ 41,600
Vernon Area Rehabilitation Center, Inc.	11 SW & SC WI counties	Vehicle - Replacement	1 Medium Bus	\$ 57,400
VIP Services, Inc.	Walworth	Vehicle - Replacement	1 Medium Bus	\$ 57,400