City of Stevens Point
Transportation Commission Meeting
February 8, 2021 - 4:45 PM

Join Zoom Meeting:
https://zoom.us/j/91696515819?pwd=U01EM2RPcm42SG5KOWZSQmc1Sm9IQT09
Meeting ID: 916 9651 5819
Passcode: 123578
Dial by your location:
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AGENDA

Discussion and Possible Action on:

1. Roll Call
2. Approval of the January 11, 2021 Transportation Commission meeting minutes.
3. Approval of the January 2021 financial/claims report.
4. CY2021 "Youth Ride Free" summer program.
5. Next meeting date.
6. Adjournment

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 11, 2021 – 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, Marc Christianson

   Others Present: Susan Lemke

2. **Approval of the December 14, 2020 Transportation Commission minutes.**
   Ald. Mary Kneebone moved to approve the December 14, 2020 Transportation Commission meeting minutes. Ald. Thomas Leek seconded. Ayes all; Nays none; Motion carried.

3. **Approval of the December 2020 financial/claims report.**
   Tom Bertram moved to approve the December 2020 financial/claims report. Karalyn Peterson seconded. Ayes all; Nays none; Motion carried.

4. **CY2021 – 5310 Federal grant awards.**
   Central Transportation received the official 5310 grant awards for CY2021. The Mobility Management program was awarded $115,520 and the Volunteer Driver program was awarded $59,288.

5. **Staff Update.**
   John Alekna, the P.M. Supervisor has announced his retirement from the City with his last day of employment being January 22, 2021. Staff is actively working on recruitment for the P.M. Supervisor position as well as the Mobility Coordinator.

6. **Next meeting date.**
   The next Transportation Commission meeting will be held on February 8, 2021 at 4:45 p.m. via Zoom.

7. **Adjournment.**
   The meeting was adjourned by Chair Nichole Lysne at 5:15 p.m.

REPORT TO THE FEBRUARY 2021

MEETING OF THE TRANSPORTATION COMMISSION

FINANCIAL/CLAIMS REPORT

FINANCES:

Bank Balance as of January 1, 2021	$ 1,355,598.15
Bank Deposits recorded in January 2021	$ 153,501.80
	$ 1,509,099.95

CHECKS ISSUED SINCE THE JANUARY 2021 MEETING:

6067	Employee Wages	Salaries	1,380.86	
6068	Employee Wages	Salaries	1,193.56	
6069	Employee Wages	Salaries	468.87	
6070	Employee Wages	Salaries	1,414.47	
6071	Employee Wages	Salaries	84.17	
6072	CSPC Ohio Child Support Pymt Central	Child Support	235.38	
6073	Edward L Severson	Mileage Reimbursement	311.08	
6074	United Way of Portage Cty	United Way	50.00	
6075	WI Council 32 Per Capita Tax Trust	Union Dues	329.97	
6076	City of Stevens Point	Insurance, retirement, fuel	43,207.51	
6077	Fastenal Company	Cap Screw	15.47	
6078	Frank's Hardware	Brushes, Painters Tape, Foam Covers	21.68	
6079	Hartland Lubricants & Chemicals	Diesel Exhaust Fluid	83.25	
6080	Heartland Business Systems. LLC	October, November & December Managed Services	883.18	IT Support
6081	Village of Plover/Crosssroads	Subsidy Reimbursement	17,158.46	due to CARES Act Funds
6082	Village of Whiting	Subsidy Reimbursement	23,460.77	due to CARES Act Funds
6083	Stevens Point Public Utilities	Snow plowing/removal	207.56	
6084	WI Public Service	Monthly Utility Charges - Electric & Gas	2,529.02	
6085	Employee Wages	Salaries	1,411.20	
6086	Employee Wages	Salaries	706.07	
6087	Employee Wages	Salaries	1,469.79	
6088	CSPC Ohio Child Support Pymt Central	Child Support	235.38	
6089	Jeanette Osowski	Mileage Reimbursement	676.20	
6090	Dorothy Tess	Mileage Reimbursement	33.93	
6091	WI Council 32 Per Capita Tax Trust	Union Dues	288.07	
6092	Cintas Corp #442	Uniforms	153.97	
6093	City of Stevens Point	December Retirement	12,626.88	
6094	Courtesy Cab	Courtesy Cab Taxi Rides for Dec 2020	583.50	
6095	Energetix Corp	Random DOT Testing	58.25	
6096	Hartland Lubricants & Chemicals	Diesel Exhaust Fluid	399.15	
6097	Kimball Midwest	Butt Connectors, Disc Pads, Brass Elbow	310.59	
6098	Kramar	Annual Back Flow Testing	375.00	
6099	NAPA	Brake rotors, pads, caliper bolts, rubber kit, turn signal lights, wiper blades	300.62	
6100	Stevens Point Public Utilities	Snow plowing	134.24	
6101	Schultz Property Management	Bathroom Rental	200.00	
6102	Transfor Corporation	QRT Retractors, Lap Belts	1,701.18	
6103	Transit Mutual Insurance Corporation of Wisconsin	Vehicle Insurance	46,101.00	Annual Payment
6104	Mastercard	Die Grinder, Air Filters, Velcro, Face Masks, File Folders, Pocket Files, Index Cards, Pens, Tape, Labels, Cupcakes, Fruit, HDMI cable, multifold towels, wash brush, flood light	1,525.90	
6105	Unemployment Insurance	Unemployment charges for 12/1/2020 to 12/31/2020	2,873.12	
6106	Wisconsin Media	Grant Application Notice	24.92	

6107	Wisconsin Public Transportation Association	WIPTA Membership Dues	1,481.25	Annual Payment
6108	Beverly Zellner	Refund to Beverly Zellner	20.00	
	Verizon	Mobile Data Terminals	800.80	
	Great America Financial Services	Copier Lease	95.00	
	Volunteer Drivers	Mileage Reimbursement	4,544.12	
EFT	Payroll	1/7/2021	28,641.12	
EFT	Payroll	1/21/2021	25,736.96	
	IRS	Payroll Taxes - Fed	18,510.83	
	WI Dept of Revenue	Payroll Taxes - State	3,731.01	
	TOTAL OF CHECKS LISTED		$ 248,785.31	$ 248,785.31
	BALANCE ON HAND JANUARY 31, 2021			$ 1,260,314.64

Balance on Hand	$ 1,260,314.64
Plus checks written after end of month	
Less checks from last commission meeting	
Plus uncleared checks	$ 55,154.44
Less checks previously written clearing this month	$ (69,675.23)
Ending Cash Balance matching Bank Statements	$ 1,245,793.85