

**City of Stevens Point**  
**Transportation Commission Meeting**  
**December 14, 2020 – 4:45 PM**

**Join Zoom Meeting:**

<https://zoom.us/j/91696515819?pwd=U01EM2RPcm42SG5KOWZSQmc1Sm9lQT09>

Meeting ID: 916 9651 5819

Passcode: 123578

Dial by your location:

+1 312 626 6799 US (Chicago)

**AGENDA**

**Discussion and Possible Action on:**

1. Roll Call.
2. Approval of the November 9, 2020 Transportation Commission meeting minutes.
3. Approval of the November 2020 financial/claims report.
4. Consideration for a partial refund to Whiting and Crossroad Commons due to Cares Act funding in CY2020.
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 Meeting**  
**November 9, 2020 – 4:45 PM**

**MINUTES**

1. Roll Call.  
Present: Nichole Lysne- Chair, Karalyn Peterson-Vice Chair, Ald. Mary Kneebone, Ald. Thomas Leek, Tom Bertram  
  
Excused: Greg Koepel  
  
Others Present: Talin Scheuermann, Tom Carroll, Susan Lemke
2. Approval of the October 12, 2020 Transportation Commission minutes.  
Karalyn Peterson moved to approve the October 12, 2020 Transportation Commission meeting minutes. Tom Bertram seconded. Ayes all; Nays none; Motion carried.
3. Approval of the October 2020 financial/claims report.  
Karalyn Peterson moved to approve the October 2020 financial/claims report. Ald. Mary Kneebone seconded. Ayes all; Nays none; Motion carried.
4. Approval to use general funds in the amount of \$5,165 for one (1) driver protection barrier not covered under the Cares Act funding.  
Tom Bertram suggested contacting WisDot to see if they would be willing to use Cares Act funding for a portion of the barrier to bring the CARES Act funding allocation up to the maximum \$50,000 limit.  
Karalyn Peterson motioned to approve the use of General funds up to \$5,165 for one (1) driver protection barrier not covered under the Cares Act Funding. Ald. Thomas Leek seconded. Ayes all; Nays none; Motion carried.
5. Approval to apply for 5311/85.20 grant funding to support CY2021 program operating expenses.  
The Commission reviewed the 5311/85.20 transportation budget. Ald. Mary Kneebone approved moving forward with the 5311/85.20 grant application to secure 5311/85.20 funding for operating expenses in CY2021.
6. Next meeting date.  
The next Transportation Commission meeting will be held on December 14, 2020 at 4:45 p.m. via Zoom.
7. Adjournment.  
The meeting was adjourned by Chair Nichole Lysne.

**REPORT TO THE DECEMBER 2020**

**MEETING OF THE TRANSPORTATION COMMISSION**

**FINANCES:**

Bank Balance as of November 1, 2020			\$ 1,673,147.94
Bank Deposits recorded in November 2020			\$ 38,775.09
			\$ 1,711,923.03

**CHECKS ISSUED SINCE THE NOVEMBER 2020 MEETING:**

5957	Employee Wages	Salaries	\$ 1,361.09	
5958	Employee Wages	Salaries	\$ 887.89	
5959	Employee Wages	Salaries	\$ 1,330.83	
5960	Employee Wages	Salaries	\$ 98.22	
5961	CSPC Ohio Child Support Pymt Central	Child Support	235.38	
5962	Jeanette Osowski	Mileage Reimbursement	286.35	
5963	Edward L Severson	Mileage Reimbursement	572.71	
5964	Ronald Sutheimer	Mileage Reimbursement	220.80	
5965	United Way of Portage Cty	United Way	13.00	
5966	WI Council 32 Per Capita Tax Trust	Union Dues	329.97	
5967	City of Stevens Point	Insurance, Retirement, & Fuel Chgs	46,255.15	
5968	Courtesy Cab	Courtesy Taxi Rides	663.25	
5969	Gillig LLC	29' low floor bus # 526	431,385.00	Grant will cover 80%
5970	Unemployment Insurance	Unemployment charges	246.00	
5971	WI Public Service	Monthly Gas & Electric Utility Chgs	1,664.63	
5972	Ascension St. Michael's Hospital Inc	Pre-Employment and Hearing Test	312.00	
5973	Beaver of Wisconsin	Hose Reel, Clamps, Channel	585.00	
5974	Cintas Corp #442	Uniforms, mats, towels, solution	544.73	
5975	Fastenal Company	Nuts, Washers, Welding Wire	50.27	
5976	Frank's Hardware	Fasteners, drill tap	13.42	
5977	Gannett WI Media	Annual Subscription	218.54	
5978	Gillig LLC	Lamp, Horn Button & Warning Indicator, Air Dryer, Hose Assembly, Adapter, Stepwell Lamp Assembly, Clutch Pulley & Field, Spacer, Hose Asm, Hose, Gates	2,759.14	
5979	Len Dudas Motors Inc	Oil & Fuel Filters	114.86	
5980	Mid-State Truck Service Inc	V-Belt, Thermostat	215.11	
5981	MUZA	Repaired Roof Ridge Cap, Install Snow Rail	11,412.00	
5982	Northway Communications Inc	Cable, Connectors	121.15	
5983	Pomp's Tire Service, Inc.	Tires, Mount & Balance	505.00	
5984	Pro-Vision Inc	Backup Camera	716.91	New Buses
5985	Registration Fee Trust	Registration Bus 525	179.50	New Bus
5986	Tire Technologies Inc	Tires, Retread Tires, Rim Powder Coating	3,550.94	
5987	Ann Tschantz	Shoe Reimbursement	125.00	
5988	James Wachowiak	Shoe & Clothing Reimbursement	125.00	
5989	Registration Fee Trust	Registration bus 526	179.50	New Bus
5990	Tire Technologies Inc	Recap Tires, Balancing Compound	1,470.16	
5991	Employee Wages	Salaries	1,346.89	
5992	Employee Wages	Salaries	1,127.78	
5993	Employee Wages	Salaries	1,572.24	
5994	Employee Wages	Salaries	1,429.18	
5995	CSPC Ohio Child Support Pymt Central	Child Support	235.38	
5996	Dorothy Tess	Mileage Reimbursement	79.35	
5997	United Way of Portage Cty	United Way	13.00	
5998	WI Council 32 Per Capita Tax Trust	Union Dues	329.97	
5999	John Alekna	Shoe Reimbursement	125.00	

6000	Cintas Corp #442	Uniforms, mats, towels, solution disposable gloves	802.33	
6001	Summit Companies	Fire Extinguisher Inspection	343.50	
6002	Tire Technologies Inc	Tires, Balance Compound	731.10	
6003	Mastercard	Laptop, Allison Subscription Renewal, Face Masks, Sanitizer, Amazon Prime Sub, Laminating Pouches, Adobe Sub, Brooms, Kleenex, Toilet Paper, Paper Towel	2,355.69	
6004	Portage County Business Council	Gift Certificate for volunteer drivers	1,050.00	Annual appreciation
	Great America Financial Services	Copier Lease	95.00	
	Volunteer Drivers	Mileage Reimbursement	6,702.39	
EFT	Payroll	11/12/2020	35,405.57	
EFT	Payroll	11/25/2020	35,109.17	
	IRS	Payroll Taxes - Fed	25,061.87	
	WI Dept of Revenue	Payroll Taxes - State	5,252.09	
	<b>TOTAL OF CHECKS LISTED</b>		<b>\$ 627,916.00</b>	<b>\$ 627,916.00</b>
	<b>BALANCE ON HAND NOVEMBER 30, 2020</b>			<b>\$ 1,084,007.03</b>
		Balance on Hand		\$ 1,084,007.03
		Plus checks written after end of month		
		Less checks from last commission meeting		
		Plus uncleared checks		\$ 10,129.05
		Less checks previously written clearing this month		\$ (17,939.04)
		<b>Ending Cash Balance matching Bank Statements</b>		<b>\$ 1,076,197.04</b>

<b>Whiting and Crossroads/Plover - Cares Act Adjustment</b>						
		<b>CY2020 Annual Contribution</b>		<b>Amt. Due prior</b>		<b>Proposed Refund</b>
		<b>Paid to the City</b>		<b>to Cares Act funding</b>		<b>to Whiting for CY2020</b>
<b>Village of Whiting</b>						
		\$ 24,985	Operating Costs	\$ 1,525	Operating Costs	
		\$ 1,543	Capital Support	\$ 1,543	Capital Support	
		\$ 26,528	Total Subsidy Paid	\$ 3,068	Adjusted Subsidy	<b>\$ 23,460</b>
		<b>Annual Contribution</b>		<b>Amt. Due prior</b>		<b>Proposed Refund</b>
		<b>Paid to the City</b>		<b>to Cares Act funding</b>		<b>to Crossroads</b>
<b>Crossroad Commons/Plover</b>						
		\$ 18,498.00	Operating Costs	\$ 1,340.00	Operating Costs	
		\$ 1,469.00	Capital Support	\$ 1,469.00	Capital Support	
		\$ 19,967.00	Total Subsidy Paid	\$ 2,809.00	Adjusted Subsidy	<b>\$ 17,158</b>