

TRANSIT COMMISSION
September 25, 2023
5:30 pm

The Transit Commission met on the above date and time in person and virtually with the following members present: Michelle Bainbridge, Ald. Schmid, Laurie Grosenick, Tom Hahn, and Cathy Egan. Also in attendance was City Clerk Megan Dunneisen.

1. **CALL TO ORDER** – Egan called the meeting to order at 5:30pm.
2. **REVIEW & APPROVE MINUTES** - Motion was made by Hahn to approve minutes of July 31, 2023, with the name spelling correction of Bainbridge throughout document and correction of the word propose in item A, seconded by Grosenick, and carried by unanimous voice vote.
3. **COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT** – None
4. **BUSINESS:**
 - A. Dunneisen gave an update on the School Bus/Corner stop from PTI, all has been running smoothly apart from one rainy day that resulted in more calls for drop off at the high school. Dunneisen will continue to get updates to report to the commission.
 - B. Dunneisen gave an update on vehicle procurements. Changed purchase order to the vendor TESCO in hopes of receiving 2 ADA Mini Vans in 2023.
 - C. Dunneisen gave information on vehicle disposals and provided a schedule of current projects. PTI informed that there are 2 buses that require CDL drivers that do not get used a lot that could be sold. Going to keep to the same schedule for now – no action taken.
 - D. Hahn made a motion to approve the Exercise of Options year four with Passenger Transit, seconded by Egan and carried by unanimous voice vote.
5. **REVIEW CITIZEN COMMUNICATIONS AND REPORTS**
 - A. No complaints to report from Clerk. Ald. Schmid gave information on a conversation he recently had with a resident with a personnel complaint at Watertown Transit. Discussion on Watertown’s transit system helping many people in the city and being a great service.
(Commissioners gave thanks to City Staff)
6. **SET NEXT MEETING DATE** – November 27, 2023 at 5:30pm
7. **ADJOURNMENT** - Motion was made by Hahn to adjourn meeting, seconded by Ald. Schmid, and carried by unanimous voice vote at 5:59 pm.

(Egan appointment to end next month)

Respectfully submitted,
Megan Dunneisen, City Clerk

DISCLAIMER: These minutes are uncorrected; any corrections will be noted in the proceedings at which these minutes are approved. Complete minutes are open for public inspection in the office of the Finance Department.