

## **TRANSIT COMMISSION**

**October 19, 2022**

**4:30 p.m.**

The Transit Commission met on the above date and time in person and virtually with the following members present: Michelle Bainbridge, Laurie Grosenick, Cathy Egan, Ald. Licht, and Tom Hahn. Also in attendance were Justin Running (Passenger Transit, Inc.) virtually, and City Clerk Megan Dunneisen.

### **1. Call to order**

Egan called the meeting to order at 5:00 p.m.

### **2. Review & approve minutes of October 6, 2022**

Motion was made by Ald. Licht to approve minutes of October 6, 2022, seconded by Egan and motion carried by unanimous voice vote.

### **3. Business**

**A. Review and approve:** Taxi fare increase for 2022. Discussion from commissioners on the Transit Budget being short \$12,000.00 that will have to be supplemented by the City's fund balance. An increase in rate fare would help make up some of that difference. Ald. Licht made a motion to purpose an increase the Out of Town fare rate to \$10.00 and Elderly/Disabled fare rate to \$3.00, seconded by Hahn. Dunneisen to get approval from the DOT and add to joint Finance/Transit meeting in November. Motion was carried by unanimous voice vote.

**B. Review and approve:** Capital and Operating Grant applications for 2023. Discussion from commissioners on the need requested by Bill Hugin (Manager for Watertown Transit) for a non-ada minivan. As of right now, the state procurement is not offering this type of vehicle and would result in the City doing their own procurement if this is the project, they want to bring forth for the 2023 Capital Grant. Hahn suggested reaching out and meeting with local dealerships on their availability of this vehicle. Dunneisen to ask the DOT if our own procurement can be for used or new vehicles. Discussion on the process and how the last request for bids went in 2021. Commissions asked that this be added to the next meeting agenda.

**C. Review and discuss:** Running Inc. school policy, student vouchers, student pick up, and corner service. There being no representative from the school district, the commission asked that this be added to the next agenda.

### **4. Set next meeting date**

The next meeting date will be November 14, 2022 at 4:30 p.m. to follow with the Transit Commission joining the Finance Committee at their meeting to discuss the fare increase.

### **5. Adjournment**

Motion was made by Ald. Licht to adjourn meeting at 6:15 p.m., seconded by Hahn and motion carried by unanimous voice vote.

Megan Dunneisen, City Clerk