



TRANSIT COMMISSION MEETING AGENDA

MONDAY, MARCH 23, 2026 AT 5:00 PM

WATERTOWN MUNICIPAL BUILDING, 106 JONES STREET, UPPER LEVEL - ROOM 2044

The Transit Commission met on the above date and time in person and virtually with the following members present: Tom Hahn (virtual), David Applegarth, Laurie Grosenick, and Ald. Smith. Absent was Michelle Bainbridge. Also in attendance was City Clerk Megan Dunneisen.

- 1. CALL TO ORDER** - Chair Hahn called the meeting to order at 5:04 pm.
- 2. REVIEW & APPROVE MINUTES**
 - A. Ald. Smith made a motion to approve the Transit Commission minutes from November 17, 2025, second by Grosenick and carried by unanimous voice vote.
- 3. COMMENTS AND SUGGESTIONS FROM CITIZENS PRESENT**

Jeff Halama of 408 Memorial Drive spoke about concerning wait times – Mr. Halama wanted to report other concerns – commission advised Mr. Halama to submit in writing to the City Clerk and for the city, Passenger Transit, and Mr. Halama to have discussion at a future meeting.
- 4. REVIEW RIDERSHIP / FINANCIAL STATISTICS**
 - A. 2025 Taxi Stats were presented.
- 5. BUSINESS**
 - A. Dunneisen gave an update on the PTAP Grant Application that was successfully submitted and the Transit Fare Increases that have been successfully implemented.
 - B. The commission discussed the disposal and procurement for one transit vehicle in 2026 – Dunneisen to look into trade options and or selling a bus that is not used to another municipality. The Commission gave the go ahead to put in a P.O to purchase another ADA minivan off the state's bid tab.
- 6. REVIEW QUARTERLY REPORTS**
 - A. Vehicle Maintenance Report was presented and reviewed. Commission recommends additional vehicle description information added to the maintenance report.
- 7. SET NEXT MEETING DATE** – May 18 at 5pm.
- 8. ADJOURNMENT** – Applegarth made a motion to adjourn, second by Ald. Smith and carried by unanimous voice vote at 5:36 pm.

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 Clerk's Office.