

## Transit Meeting September 23, 2013

Present; Mr. Rick Blake – Chairman, Mr. Steve Willis, Mr. Gordon Geiger, Ms. Susan Kunkel, Mr. Tony Kusserow and Rich Grenfell – Transit Administrator.

Guest; Nick Meyer –Merrill Productions

A motion to approve the minutes of the July 29, 2013 meeting was made by Mr. Geiger and seconded by Mr. Willis. C.U. Ms. Kunkel suggested that Lifting / Ergonomic Training be presented every 2-years as a good practice for loss control.

Transit Commission welcomed Mr. Tony Kusserow to the Commission.

### Administrator's Report;

WisDOT has informed Tier C Transit properties, (population -50,000) that there will be a reduction in combined State & Federal funding of 3.1% for 2014. This calculates to approximately -\$19,000 for Merrill.

A proposed service level change was presented to the Commission to help reduce the impact of the funding loss. 1-hour headway service was introduced and discussed as the most effective and efficient approach to the funding crisis by combining service request each hour and eliminating overlap trafficking. It is also the most logical approach given the expanding service areas and the relocation of Merrill's Walmart Super Center which make it impossible to obtain 30 minute service.

City Administration has approached Transit with the concept of relocating our operations into the soon to be vacated East side Fire Station Property.

Transit will need to apply for an 80/20 (20% Local Share) Capital Improvement Grant through the Section 5311 program of the Federal Transit Administration.

Our first consideration is to raise the dilapidated 1917 portion of the building and design a New Transit Center with bus canopy and public access. Becher-Hoppe has provided the Transit Commission with an "esthetically correct" conceptual design with an estimate of \$1, 012,455. The Commission will also be procuring an automated dispatch / mobile data terminal system to assist with efficiencies at an estimate of \$130,000 through the Capital Improvement Grant. The first consideration has a \$250,000 local share price tag.

The second consideration is the renovation of the First Street Fire Station Building. This will require an environmental review and energy review, general inspection and repair estimates for FTA consideration. No cost estimation at this time.

It was suggested By Mr. Willis that our third consideration is to stay in our existing buildings, with the purchase of the I.T. dispatch system and the renovation of the existing bus storage facility, pending approval from the FTA. No cost estimation at this time.

A motion to approve a public hearing on Wednesday, October 2, 2013 for the proposed 2014 Service Level Change was made by Ms. Kunkel and seconded by Mr. Willis. C.U.

A motion to table the Notice of Public Hearing for the renovation /relocation of the Transit Facility was made by Mr. Willis and seconded by Mr. Kusserow. C.U.

No public Comment.

A motion to adjourn was made by Ms. Kunkel and seconded by Mr. Geiger.

Next transit meeting Monday, October 28, 2013.