

Transit Meeting January 20, 2014

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

A motion to approve the minutes of the October 28, 2013 meeting was made by Mr. Geiger and seconded by Ms. Kunkel. Willis. C.U. (Carried Unanimously).

The Commission reviewed the 2013 Fourth Quarter stats; ridership up 12%, Revenue up 9%, mileage reduced from 1.1 to 1.06 miles per passenger. This too was an exceptional quarter. A motion to place the stat report on file was made by Mr. Geiger and seconded by Mr. Willis C.U.

Administrator's Report;

Mr. Grenfell reported that part time bus operator Ned Seubert turned in his resignation of employment to seek election of the Municipal Court Judge for the City of Merrill. Employment term will end on February 28, 2014.

Transit supervisors are conducting interviews for the part time bus operator's position this week.

A detailed discussion ensued about the part time hours. Transit will need to increase the driving hours from 2,700 hours annually, to the maximum allowed 3,597 hours annually to correct and stabilize the budget and the 26 week rolling payroll system for part time employees. . 2012 training and 8-weeks of sick leave forced an overage of 400 hours in part time driving hours. This combined with the 25 weeks of accrued vacation and personal holiday makes the 900 hours annual per driver unrealistic. In 2014 we will incur an additional 160 hrs of new driver training plus the 400 hrs of overage from 2012 -2013. This is being addressed by limiting only (1) employee scheduled off at a time during the school year, only 1 driver off at any given time. Also, scheduling 1,068 driving hours for the Transit Coordinator. Again, this is the formula, but probably not a reality.

The Commission was informed of (5) employee slip & fall incidents / injuries incurred at the bus storage facility during Dec /Jan. Necessary review /retraining was conducted with all employees and specific Safety Alert messages were distributed.

The Commission was informed of the 2013 Transit Mutual Insurance Safety /Loss report; Transit had (2) accidents involving fixed objects; accident 1 was a property post that was repaired \$0.00 paid; accident 2 was a back-swing contact to a parked vehicle while curb stopping for a passenger - \$1,790.00 paid.

The new 1-hour headway service is fully engaged. The transition has been positive for operation safety and on-time performance. Our passengers have also adapted well, with very little disappointment or confusion. We believe this service change to be successful and necessary.

Transit has not had further contact from Lincoln County regarding transportation coordination.

Transit posted public notice for the application of a Federal 5311 Grant for renovation of the East side fire station. No request for a public hearing was received regarding this project.

Public Comment. Ms Kunkel would like further discussion / coordination with the Transit Commission regarding transit's relocation to the eastside fire station property.

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

Next Transit Commission meeting: February 17, 2014.