

Transit Meeting
November 16, 2015

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

Absent; Mr. Tony Kusserow
No Public Comment

A motion to approve the minutes of the October 19, 2015 meeting was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

The Commission reviewed the Corrective Action Plan from the WisDOT Compliance Site Review. The following action was taken;

Section 1-recommendation 1; A motion to ratify the City of Merrill, WI Code of Ordinance Sec. 2-148 pursuant to Wis. Stat. 66.1021 as it pertains to the Merrill Transit Commission and the Merrill Transit System was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

recommendation(s) 3,4,5 & 6; A motion to adopt the Transit Financial Management Procedure Policy was made by Ms. Kunkel and seconded by Mr. Willis. C.U.

Section 3-recommendation 7; A motion to adopt the WisDOT Procurement Manual for the acquisition of goods and services under Federal Transit Administration Grant Programs was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

Section 4 – recommendation 8; A motion to adopt the Bus Storage Facility Maintenance Plan was made by Ms. Kunkel and seconded by Mr. Geiger. C.U.

Recommendation 9; A motion to affirm that the Fleet Maintenance Issues founded; (Emergency belt cutter and Title VI Postings) are in place on each vehicle was made by Mr. Willis and seconded by Ms. Kunkel. C.U.

Section 8 – recommendation 11; A motion to adopt the Safety Management Policy declaration and signature form was made by Ms. Kunkel and seconded by Mr. Willis. C.U. Chairman Blake signed the Declaration before the Commission.

recommendation 12; A motion to affirm the posting of Special (Section 5333(b)) Labor Warranty in the employee's work area was made by Mr. Willis and seconded by Ms. Kunkel. C.U.

Next Transit Commission meeting; **Monday December 21, 2015**

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