

Transit Meeting  
July 20, 2020  
Minutes

Present; Mr. Rick Blake – Chairman, Mr. Steve Willis, Ms. Sue Kunkel, Ms. Katie Swope and Brad Brummond – Transit Administrator

- 1) Call to order 4:05pm
- 2) Public Comment – None
- 3) Approval of June 2020 minutes

A motion to approve minutes of the February 17, 2020 meeting was made by Sue Kunkel and seconded by Steve Willis. All ayes, motion approved unanimously.

4) Administrator's Report:

- A) New Buses Progress
  - a. Buses in production progress moving along. Should be ready to ship by the end of the month
  - b. Final 2 buses have preproduction Skype meeting on the 23<sup>rd</sup>.
- B) Return to Service Plan
  - a. Still using 2 buses. Normal service levels. Riders required to wear face coverings. Ridership is holding steady with about 60 riders per day
- C) Application for reduced fare
  - a. Considered to use that would require more than just SSI cover letter.
  - b. Revise to add effective date for next meeting
- D) Second Quarter review
  - a. All numbers are drastically down due to suspension of service for period of time resulting from COVID-19

A motion to approve minute's second quarter report was made by Steve Willis and seconded by Sue Kunkel. All ayes, motion approved unanimously

- E) Election bussing
  - a. As stated in previous meeting buses will service all polling locations on regular schedule

5) Next meeting date will be August 17, 2020. Meeting to be held at the Council Chambers in City Hall, 1004 E 1<sup>st</sup> St, Merrill, WI 54452.

6) Motion to adjourn was made by Sue Kunkel and seconded by Rick Blake. All ayes, motion approved unanimously.

Respectfully submitted by:

Brad Brummond  
Transit Administrator