

# Transit Meeting August 6, 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 July 2020 minutes

A motion to approve minutes of the July 2020 meeting was made by Steve Willis and seconded by Katie Swope. All ayes, motion approved unanimously.

#### 4) Administrator's Report:

- A) New Buses Progress
  - a. Took a ride on the new bus.
  - b. Discussion about camera connection and how being resolved.
- 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. Reviewed revised application form.

A motion to approve the use of the new application form for reduced fare was made by Sue Kunkel and seconded by Katie Swope. All ayes, motion approved unanimously.

- D) School Year Bussing Plan
  - a. Discussion for passenger limits and new school start and dismissal time.
    - i. Passenger Limits
      1. Continue to follow LCHD recommendations
      2. Remove passenger capacities
      3. Not service the schools at this time

A motion was made to use option 1 by Rick Blake and seconded by Steve Willis. Resulted in a tie. Item tabled, continue to follow LCHD recommendations (the current limits) and review at next meeting

- b. New school times
  - i. All start at 7:50
  - ii. Elementary and High school dismiss 3:20
  - iii. Middle School dismiss 3:30
- c. Decision to alter current times to accommodate school dismissal times with current passenger limits. Review at next meeting.

5) Next meeting date will be September 14, 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