

Maritime Metro Transit
Transit Commission
Minutes
Wednesday August 1, 2012

Members and Advisory Staff Present-Linda Schultz, Valerie Mellon (Director Public Works), Christopher Able (Alderman Representative), Claudia Halonen, Neil Halonen, Linda Grider(Mobility Manager), Jim Muenzenmeyer(Transit Manager), Janet Paszkewicz, Marlo Kohlmannn(Transit Clerk)

Members not present-Tom Kiel, David Koenig

Meeting called to order- Claudia called the meeting to order at 4:17 PM

Introductions-Jim introduced Marlo the new Transit Clerk since Mickey retired. She was a Transit Driver for 6 years prior to accepting this position.

Approval of the minutes- Christopher moved to approve the minutes, Linda Schultz seconded. All approved.

Public input- No public present

Updates on new transit facility- Jim stated that the Transfer Center was contracted to be done by November 30, 2012 but they for see it being done by September 30, 3012. The roof is two weeks behind but not 2 weeks behind the contracted dead line. The roof arrived on Monday. It's a beautiful blue metal roof thanks to Val. The dry wall is almost complete. The electric and pumping is completely roughed in. A beautiful pine ceiling with a dark stain finish is being put in the lobby. It will be ready for tours in a month. Just give Jim a call and he'll take you through. The next meeting will be there. Claudia asked if they lost any of the original design. Jim stated yes, some design elements. The architectural brackets for looks only and the clock on the tower were eliminated. Valerie stated there will be a beautiful backlit sign on the tower. Valerie also stated there were no changes to the ADA accommodation.

Updates on personnel changes- Jim stated that Mickey retired and Marlo is the new Transit Clerk. Two drivers (Judith and Denny) retired but he lost 3 part- time drivers because of Marlo taking Mickey's job. He is looking to hire 1 part-time Driver.

Digital sign boards on buses; review Draft Policy- Jim read the new policy.
4.16 BUS HEADLINER SIGNS-The digital signs on the exterior of the bus shall only be used to convey route identification and destination points. Other wording such as "Special" or "OUT OF SERVICE" can also be used in no case shall the signs be used for advertising. The use of the signs must be Transit related.
A motion was made by Christopher and Neil seconded. All approved.

Five Year Capital Improvement Plan / 2013 Budget- Jim stated he is working on the 2013 Budget. There are no large increases in funds from the state or federal government. There is a slight increase in the fare boxes due to the increase in fares. In 2013 they are

planning to put in a new bus wash. Jim stated the bus wash was suppose to be replaced in 2007 but for varies reason was not. The cost of the bus wash is an 80/20 split. The total cost is estimated at \$130,000. The cost for the city would be \$26,000.

In 2016 they are planning on replacing five 29 ft buses.

In 2017 they are planning on replacing four 35 ft buses.

Neil asked how many mechanics there are. Jim stated 1½ for Transit. Jim stated that Kevin is only putting out fires. He can't keep up with the preventive maintenance.

Christopher stated he should report that to the personal committee.

ADA Handout for Transit Commissioners-Jim passed out a handout Titled "ADA Essentials for Transit Board Members." Jim stated this is not homework.

Discussion regarding discounts for non-profit groups- Jim stated he received a letter from the Domestic Violence Center. He attached the letter to the Minutes of the Revised Agenda. In the passed Non-profits would get a 15% discount on bus tickets. Jim doesn't have a problem with that but would like it to be the decision of the Transit Commission on group by group bases. Neil stated that the prices of the passes are already very affordable compared to other cities around Manitowoc, Janet agree. Valerie stated that the health department came to her years ago and asked for discounts on passes for young mother and people down on their luck. They decided not to because they felt they could not control it. Marlo clarified that the Domestic Violence Center only buys the tickets and not the passes. Christopher made a motion to approve the sale of 10 for \$12 tickets only to the Domestic Violence Center. Christopher stated it can be amended with a great number of tickets sold. Linda seconded. All approved.

Other business-Jim had the answers to the question asked at the last meeting.

How many miles per gallon does a bus get? 4.6 mpg

What's the longest Route? Route 1, 18.5 miles

What's the shortest Route? Route 3, 6.9 miles

Jim reported how the free Saturdays are going. From January to July 2011 the total rides were 2061. This year from January to July was 2278 up 10% and the Two Rivers route almost doubled.

Member Input-Neil stated that bus 1009 needs the suspension fixed.

Next Meeting-is scheduled for Wednesday November 7, 2012 at the new Transfer Center.

Adjourned-a motion was made by Linda S. and seconded by Janet to adjourn- motion carried.