

Minutes
Transportation Coordinating Committee
Wednesday, August 8, 2018

A meeting of the Transportation Coordinating Committee was held Wednesday, August 8 at 3:00 p.m. in Conference Room A/B-- of the Community Services Building, 221 West Seminary Street, Richland Center, WI 53581.

Committee members in attendance included: Don Adelman, Paul Kinney, David Scribbins, Richard McKee, Angela Metz, Stephanie Ronnfeldt and Bob Sheire

Members absent: Eric Rynes, Linda Gentes and Lydia Metz

Other attendees included: Linda Batten, Roxanne Klubertanz-Gerber, Matt Honer and Heidi Sheire

- 1) The meeting was called to order by David Scribbins at 1:00 p.m.
- 2) Proof of Notification: Linda Batten verified the posting.
- 3) Approve Agenda:
 - Robert Sheire moved to approve the posting and agenda; Paul Kinney seconded. Motion carried.
- 4) Introduce and Review Purpose of Public Hearing:
 - David Scribbins, board chair, discussed and reviewed the purpose for the Public Hearing and he explained the rules for the Public Hearing for everyone in attendance.
 - Roxanne went through the 5310 operating grant and vehicle capital grant for everyone in attendance. She explained that the vehicle capital grant is being requested to replace the large, white bus so it can be retired.
 - Roxanne said the total budget for a new wheelchair accessible bus holding 11 ambulatory and 2 non ambulatory passengers will be approximately \$61,579 with a 20% match. No tax levy will be used for this match. We will use the Transportation Trust Fund for the local match.
 - Roxanne explained that our white vehicle is a 2010 Ford 450 bus which holds 11 ambulatory and 2 non-ambulatory passengers. Last year we spent \$2700 on repairs. She further reported that with the vehicle is getting older and has high mileage which means repair costs will likely increase.
 - Roxanne reviewed the 5310 operating grant and budget. She further reviewed the local match requirement of 50% for the grant.
- 5) Citizen Comments about 2019 Section 5310 Operating Grant and Vehicle Capital Application:
 - Richard McKee commented that since the program continues to grow and there is money in the trust fund to cover the cost of a new vehicle to replace the older vehicle it makes sense to apply for the grant.
 - Roxanne reviewed the historical use of the vehicle.
 - No further comments received
 - Public Hearing concluded
- 6) Approval of May 9, 2018 Transportation Coordinating Committee meeting minutes:
 - Robert Sheire moved to approve the minutes. Richard McKee seconded. Motion carried.
- 7) 5310 Operating Grant and Vehicle Grant review and approval:
 - Roxanne went through the 5310 operating grant and budget for the board. She reviewed required match and funding sources for the match.
 - Roxanne said the total budget for a new medium sized wheelchair accessible bus would be approximately \$61,579 with a 20% local match. No tax levy will be used for this match. We will use the Trust Fund for the local match. She explained that this would replace the large 2010 Ford 450 Bus so it can be retired.

- Roxanne explained that last year we spent \$2700 on repairs. She further reported that with the vehicles age and high miles repair costs will likely increase.
- Roxanne informed the board that we have a Transportation Trust Fund which can be used for vehicle maintenance and vehicle procurement. She further explained there is a time limit for use of funds.
- Richard McKee made a motion to approve the 5310 operating grant and 5310 vehicle capital grant applications; Paul Kinney seconded. Motion carried.

8) 2019-2023 Regionally Coordinated Transportation Plan:

- Roxanne introduced Matt Honer from the Southwestern Regional Planning Commission. Matt reviewed his role to the board. Matt informed the board that in all the meetings he attended, to get ideas for the plan, he felt the Richland County meeting had the most diverse audience with a lot of good ideas.
- Matt discussed that the Regional Plan is a gateway for other plans/grant applications.
- Roxanne reviewed the goals for the 5 year Regional plan with the board. Some of the items in the plan were to expand after hour transportation by increasing driver hours. Look at having transportation for workplace commuters and a travel assistance services.
- Roxanne reviewed the process for plan approval is first to get it approved by the TCC board, it will then go for approval to the Health and Human Services board and finally to the full county board for approval.
- Some of ideas on ways to achieve some of the plan goals were discussed. They included: having Roxanne draft a letter from the Transportation Coordinating Committee, for each board member to sign at the next meeting, stating the board would like a Transportation Social Media page. Another idea was to link the Richland County transportation page to the Southwestern Regional Planning Transportation plan.
- Robert Sheire moved to approve the plan. Richard McKee seconded. Motion carried.

9) Report on 2018 Transportation Budget:

- Roxanne reported that the 2018 Transportation budget has been 59% utilized.
- Roxanne said that if things keep trending as they are right now, we should have a modest surplus at the end of the year. This is due to increased revenues from an increase in trips.

10) Board vacancy discussion:

- Roxanne informed the board that we show there is one vacancy on the board. However, on the county website it shows two vacancies. She said, in the coming weeks, she will work on getting this corrected. She said the empty board seat needs to be filled by a county board member who is on the COAD (Commission on Aging and Disability) board.

11) Updates from Transportation Providers:

- None

12) Citizen Comments:

- None

13) Schedule Next Meeting: The next meeting is tentatively set for October 10, 2018 at 3:00.

14) Adjourn

- Richard McKee moved to adjourn the meeting until October 10, 2018; Robert Sheire seconded. Motion carried.

Respectfully submitted,

Linda Batten
Aging and Disability Resource Center
of Eagle Country - Richland Center Office