

**Minutes  
Public Hearing  
Transportation Coordinating Committee  
Wednesday, July 13, 2022**

A Public Hearing and regularly scheduled meeting of the Transportation Coordinating Committee was held Wednesday, July 13, 2022 at 3:00 p.m. via ZOOM and in Conference Room A/B - of the Community Services Building, 221 West Seminary Street, Richland Center, WI 53581.

Committee members in attendance included: Linda Symons, Sandra Kramer, Sandra McKittrick, Danielle Rudersdorf, Richard McKee, Darin Steinmetz, Jesse Nelson, Don Seep and Bob Sheire

Members absent: Aaron Gray and Cindy Riley

Other attendees include Linda Batten, Roxanne Klubertanz-Gerber and Heidi Sheire

- 1) Sandra Kramer called the Public Hearing to order at 3:00 p.m.
- 2) 5310 Public Hearing:
  - Sandra Kramer went through the rules of the Public Hearing.
  - Roxanne reviewed the purpose for the grant and went through each line of the grant.
  - Roxanne said that the amount of funding for 5310 is \$68,958 total and we are asking for \$30,087 through the 5310 Grant.
  - There were no comments from the public. This concluded the Public Hearing.
- 3) Sandra Kramer called the meeting to order at 3:15 p.m.
- 4) Proof of Notification: Linda Batten verified the posting.
- 5) Approve Agenda:
  - Bob Sheire moved to approve the posting and agenda; Richard McKee seconded. Motion carried.
- 6) Approval of February 9, 2022 Transportation Coordinating Committee minutes:
  - Bob Sheire moved to approve minutes; Linda Symons seconded. Motion carried.
- 7) Review and Approve 2023 5310 Operating Grant Application:
  - Roxanne explained that the grant funds cover the bus and bus routes. She said it also could be used as match for volunteer drivers.
  - Roxanne said the grant would cover a portion of the following: salaries (4 bus drivers, Karla, Roxanne and Linda), postage, outreach and maintenance.
  - Roxanne informed the board that the goals are the same as in the past. However, there was a little tweaking done to the goals.
  - Bob Sheire made a motion to approve the grant; Sandra McKittrick seconded. Motion carried.
- 8) Report on 2022 Transportation Budget and 2023 Budget Process:
  - Roxanne reported that so far this year, the Transportation budget has had \$70,049 in expenses and \$106,358 in current revenues. She is projecting a \$140,098 year-end expense and is projecting another \$40,000 in revenues. She is thinking that there will be a \$5000.00 surplus.
  - Roxanne said that the total program only uses \$16,000 in tax levy.
  - Roxanne further reported that in the last couple of years, the transportation budget has had a surplus.

- Roxanne told the board that July 1 the IRS increased the mileage reimbursement rate from \$0.585 to \$0.625. Because of this increase, MCO's (Managed Care Organizations) will be charged more for mileage.

9) Program Updates:

- Roxanne reported that our volunteer drivers had a mileage reimbursement increase to \$0.625 on July 1.
- Roxanne further told the board that we had a Driver meeting/training at the Phoenix Center in April. This is the first time in a couple of years that we have been able to have an in-person meeting. We gave each driver a \$50.00 gift card from Kwik Trip to help offset the increase in gas cost.
- Roxanne told the board that there is a play (Fortune Cookies) at the Phoenix Center on August 3. A meal (lasagna and salad) will be at 5:00 with the play at 6:00. There will be a community discussion after the play.
- Roxanne informed the board that Linda was asked today, to provide a bus to the Farmers' Market.

10) Review and Possible Change to Driver Meal Reimbursement:

- Roxanne told the board that the meal reimbursement for the drivers has not changed in years. Currently it is at, \$3.50 for breakfast (leaving before 6:30 AM), \$5.00 for lunch (depart before 10:00 and return after 2:00) and \$10.00 for dinner. She proposed an increase for breakfast to \$5.00 and lunch to \$7.00. Dinner to remain the same.
- Richard McKee made a motion to approve the increase in meal reimbursement for volunteer drivers for breakfast and lunch; Sandra McKittrick seconded. Motion carried.

11) Updates from Transportation Providers:

- Jesse Nelson reported that VARC is now doing bus stops instead of door-to-door.
- Corey from Southwest Cap was listening in and said that at the next meeting she would report.
- Bob Sheire said that Chris at Richland Center Transit needs an additional 2 to 3 more drivers. He said if they were able to get these, they might increase to two taxis.

12) Citizen Comments:

- None

13) Schedule Next Meeting: October 12, 2022 at 3:00 pm

14) Adjourn

- Darin Steinmetz moved to adjourn the meeting until October 12, 2022; Richard McKee seconded. Motion carried.

Respectfully submitted,

Linda Batten

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