

COUNTY OF DUNN



Transit Division - Dunn County, WI
640 Stokke Parkway
Menomonie, Wisconsin 54751
Austin Witt
Transit Commission Manager
Phone (715) 231-2681
Email: awitt@co.dunn.wi.us

COUNTY OF DUNN

MENOMONIE, WISCONSIN

NOTICE OF PUBLIC MEETING

In accordance with the provisions of Section 19.84, Wisconsin Statutes, notice is hereby given that a public meeting of the **Transit Committee** of the Dunn County Board of Supervisors will be held on **Wednesday, September 11th, 2024 at 8:00 AM., in the Committee Room of the Dunn County Highway Department, 3303 US Highway 12 East in Menomonie, Wisconsin.**

Members of the public who require assistance in accessing the meeting please call (715) 231-6587. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County Human Resources Manager at 715-232-2429 (Office), 715-232-1324 (FAX) or 715-231-6406 (TDD) or by writing to the Human Resources Manager, Human Resources Department, 3001 US Hwy 12 E, Suite 225, Menomonie, Wisconsin 54751.

A video recording of the meeting will be available for subsequent viewing on the Dunn County YouTube channel, at the following link:


<https://www.youtube.com/channel/UCG9PRaNVmqZc95t1a3953aw/videos>

Items of business to be discussed or acted upon at this meeting are listed below:

AGENDA

- 1) Call to Order
- 2) Call of the Roll
- 3) Approval of the Minutes: **August 14th, 2024 Committee Meeting**
- 4) Public Comment:
- 5) Items placed at the Request of the Chair: None
- 6) Staff Reports: Transit Manager's Report
 - a) WisDOT, FTA
 - b) Agency Updates
 - c) Bus Fleet
 - d) Staffing, Operations
 - e) Capital Projects
- 7) Consideration for Actions to be taken by the Committee: None
- 8) Consideration of Resolutions and Ordinances to be recommended to the County Board:
None
- 9) Next Meeting Date: **October 9th, 2024**
- 10) Adjournment

Randy Prochnow, Chair

Signed: 
Austin Witt, Transit Manager

Minutes for the Meeting of the Dunn County Transit Commission
Held on Wednesday, August 14th, 2024 meeting.

1. Call to Order: Randy Prochnow called the meeting to order at 8:01am.
2. Call of the Roll: Present Members: Randy Prochnow, Mark Thomas, Jerry Hartung, Gary Bjork, Darrin Witucki, Dustin Shackleton, and Jon Menz. Others in attendance were Austin Witt, Transit Manager, Dustin Binder, Highway Commissioner, Kristin Korpela, County Manager, Dan Dunbar, Assistant County Manager .
3. Missing were: Richard Johnson, Gretchen Yonko
4. Approval of Minutes of the Wednesday, July 10th, 2024 meeting: Darrin Witucki made a motion to approve the July minutes. Mark Thomas seconded the motion. The motion was approved by Randy Prochnow
5. Public Hearing: None
6. Public Comments: None
6. Items Placed at the request of the Chair: None
7. Staff Reports:
 - A. Transit Commission: Transit Manager Austin Witt presented the Monthly Report Presentation on DCT.
 - a. Ridership
 - b. Financials
 - c. Grants
 - d. Electric Bus Update
 - e. Staffing
 - f. Around the Shop
 - g. Around the Buses
 - h. On the Route
 - i. Questions
8. Consideration For Actions To Be Taken By The Commission: Discussion and Decision on bus purchase. Mark Thomas moved to replace buses 311 and 312 with 2010 Vanhool bus, in no particular order. Jerry Hartung Seconds, Motion Passes.
9. Consideration of Reports, Resolutions and Ordinances to be recommended to the County Board:
None

Adjournment: There being no further business by Chairman, Randy Prochnow declared the meeting adjourned.

Respectfully submitted,

Austin M Witt, Transit Manager: 

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9/4/2024

To: Transit Committee Chair Members

From: Austin Witt, Transit Commission Manager

Subject: September 2024 Transit Staff Report

Transit Operations:

August was the busiest month at transit that we have had in years! Some exciting things have developed in our search for larger buses to add to the fleet. The bus we sourced from the West Coast wasn't fit to be sold so we went back to the drawing board and found 2 buses on auction from Bloomington, IN. We were successful in our bids and were able to purchase both 29ft transit buses for less than the West Coast 40ft was going to cost. We are working hard to prep these for service here in the coming weeks! Our new signage is up in all Community bus shelters and looking great just in time for the upcoming semester.

Ridership:

Doorstop / Red Cedar ridership increased from 520 in July to 536 in August (+3%)

July 22 service days, 23/day; August 22 service days, 24/day; (+4%)

Doorstop / Red Cedar ridership increased from 458 in June to 520 in July (+14%)

June 20 service days, 23/day; July 22 service days, 23/day (+0%)

Community Route ridership increased from 779 in July to 884 in August (+14%)

July 22 service days, 35/day; August 22 service days, 40/day; (+14%)

Community Route ridership increased from 633 in June to 779 in July (+23%)

June 20 service days, 31/day; July 22 service days, 35/day (+14%)

Feel free to contact our staff or myself with questions regarding Transit Operations.

Thanks! Austin Witt - Transit Commission Manager

Fiscal Year 2024 Periods 1 To 8
 Fund/Group *
 Funds Center/Group 6100010010 Transit Commission
 Funded Program/Group *
 Grant/Group *

Author:BSTARK

Account	Consumable Budget	Consumed Budget	Available Amount	Available %
511000 Salaries & Wages	50,044.67	46,221.76	3,822.91	7.64
511005 Attendance Hours	186,558.67	151,723.36	34,835.31	18.67
511020 Overtime		51.13	51.13-	
511025 Holiday Pav		9,547.50	9,547.50-	
511035 Vacation		5,612.24	5,612.24-	
511040 Sick Leave		659.86	659.86-	
511115 Compensated Absences		3,519.51	3,519.51-	
512015 In Lieu Of Fringe	13,173.33	8,510.30	4,663.03	35.40
512055 Health Ins Incentive	400.00	415.44	15.44-	3.86-
513005 Dental Insurance Expense	2,000.00	1,800.00	200.00	10.00
513010 Health Insurance Expense	19,986.67	42,330.16	22,343.49-	111.79-
513015 Accident Insurance Expense	118.00	59.20	58.80	49.83
513025 Life Insurance Expense	471.33	597.27	125.94-	26.72-
513030 Retirement Expense	13,082.00	13,190.90	108.90-	0.83-
513075 Workers Comp Prem	11,886.67	3,587.04	8,299.63	69.82
513080 PEHP Expense	452.67	469.14	16.47-	3.64-
515005 Federal-ER Social Security	15,510.67	13,347.16	2,163.51	13.95
515010 Federal-ER Medicare	3,627.33	3,121.60	505.73	13.94
521065 Accounting & Auditin	3,037.33	1,725.00	1,312.33	43.21
521076 Maintenance Contracts - IT	1,570.67	2,319.60	748.93-	47.68-
521120 Independent Auditing		6,500.00	6,500.00-	
521205 Drug Testing	500.00	377.50	122.50	24.50
522005 Water	1,000.00	673.24	326.76	32.68
522010 Heat & Lights	6,666.67	4,521.13	2,145.54	32.18
522020 Garbage Removal	166.67	509.47	342.80-	205.68-
522026 Telephone - IT	154.00	153.59	0.41	0.27
522040 Internet Access	1,600.00	1,293.72	306.28	19.14
522041 Internet Access - IT	174.67	82.46	92.21	52.79
524005 Repair & Maint-Contractual	1,333.33	622.82	710.51	53.29
524010 Repair & Maint-Motor Vehicle	15,000.00	6,990.33	8,009.67	53.40
524015 Towing Charges	500.00	500.00	500.00	100.00
524035 Repair & Maint-Buildings	3,333.33	2,514.36	818.97	24.57
524050 Repair & Maint-Grounds	2,000.00	1,124.75	875.25	43.76
529150 Service Contracts	8,000.00	10,163.68	2,163.68-	27.05-
529170 Snow Removal	1,000.00	702.75	297.25	29.73
531005 Office Supplies	1,000.00	2,244.39	1,244.39-	124.44-
531010 Postage	133.33	133.33	133.33	100.00
532025 Membership Dues	500.00	500.00	500.00	100.00
533015 Travel-Meals	66.67	66.67	66.67	100.00
533080 Travel-Mileage Reimbursement	133.33	348.48	215.15-	161.37-
534010 Evidence Supplies		26.00	26.00-	
534235 Printing & Maint -IT	224.67	380.99	156.32-	69.58-
534350 IT Equipment	1,142.00		1,142.00	100.00
535010 Fuel	21,554.67	24,640.93	3,086.26-	14.32-
535015 Oil, Grease, Antifreeze	486.00		486.00	100.00
535020 Machinery & Equipment Part		95.92	95.92-	
539020 Training/Seminars	333.33		333.33	100.00
539030 Advertising	1,000.00	208.85	791.15	79.12
551005 Property Insurance		5,282.93	5,282.93-	
551010 Liability Insurance	6,666.67	5,405.40	1,261.27	18.92
* 6100010010 Transit Commission	396,589.35	383,671.86	12,917.49	3.26
** Transit Commission	396,589.35	383,671.86	12,917.49	3.26
*** Transit Commission	396,589.35	383,671.86	12,917.49	3.26

**** Amount	396,589.35	383,671.86	12,917.49	3.26
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