

Minutes
SHEBOYGAN TRANSIT COMMISSION
Tuesday, December 20, 2011 at **5:00 p.m.**
City Hall – 3rd Floor Conference Room

Members: Lee Montemayor, Chair; Ald. Jean Kittelson, Vice-Chair; Mayor Bob Ryan; Ald. Joe Heidemann (Proxy for Ald. James Bohren); James Gilligan; Todd Wolf, Chief Domagalski; Steven Sokolowski (Proxy for Chad Pelishek); Traci Robinson, (ex-officio member)

Others in Attendance: Ann Koeller, Administrative Assistant; Scott Navis, ATU #998; Sandy Rohrick, HR Manager.

Absent/Excused: Ald. Don Hammond

1. Call to order

5:00 pm

2. Pledge of Allegiance

3. Approval of the minutes from the November 22, 2011 meeting. **Discussion and Action**

A motion to approve the minutes was made by Commissioner Jim Gilligan. Seconded by Commissioner Todd Wolf. All Ayes, motion approved unanimously.

4. Public Input (time limits are at the discretion of the Transit Commission)

Ald. Joe Heidemann thanked Traci Robinson for working with RCS on Bus routing and scheduling. Commissioner Todd Wolf stated the ride a long on Saturday December 17, 2011 was a good experience. Chair – Lee Montemayor had great conversations with the bus passengers and received positive feedback regarding the Saturday Shuttle service.

5. Transit and Parking Monthly Reports

Transit Ridership increased 7.1%. The Day Pass is taking off. 2,000 sold in first month. Metro Connection provided 4,229 rides which is average for the month. Parking is tracking as expected.

6. Letter of Resignation from Ron McDonald

A motion to accept this letter was made by Commissioner Jim Gilligan, seconded by Commissioner Todd Wolf. All Ayes, motion approved unanimously.

7. Letter of Resignation from Mark Podrzay Discussion

A motion to accept this letter was made by Commissioner Todd Wolf, seconded by Chief Domagalski. All Ayes, motion approved unanimously.

8. R.O. No. 238-11-12 By CITY CLERK, October 17, 2011

Submitting a communication from Josie Ortiz regarding the treatment of her sister when trying to board a City bus.

A motion to file this communication was made by Chief Domagalski and seconded by Ald. Jean Kittelson. All Ayes, motion approved unanimously.

Persons with disabilities who need accommodations to attend this meeting should contact
Shoreline Metro, 608 S. Commerce Street, 920.459.3285

9. A motion to convene in closed session for items below under the exemption Sec. 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility was made by Commissioner Todd Wolf, seconded by Commissioner Jim Gilligan. All Ayes.

Session Closed.

Return to open Session.

10. Personnel assignments and salaries related to departmental reorganization. *Discussion and Action*

Commissioner Todd Wolf motioned to approve a 90 day trial period starting January 1, 2012 for Interim Director Traci Robinson and provide a 10% increase to Interim Director Traci Robinson and Lead Dispatcher Cindy Ver Duin effective November 23, 2011. Commissioner Jim Gilligan seconded the motion. All Ayes, motion approved unanimously.

11. Other business

Commissioner Jim Gilligan announced he will be resigning from the Parking and Transit Commission effective December 23, 2011. Commissioner Gilligan expressed his appreciation for his time served on this Commission. Good Luck!

12. Establish next meeting date: January 17, 2012

13. Commissioner Jim Gilligan motioned to Adjourn meeting. Commissioner Todd Wolf seconded the motion. All Ayes.

Meeting Adjourned.

Respectfully submitted by:

Ann Koeller
Administrative Assistant