

Utilities Committee

Wednesday, March 7, 2018

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1 The Meeting of the Utilities Committee was called to order at 7:03 p.m. on Wednesday, March 7,
2 2018. It was noted that the meeting had been announced and a notice posted at City Hall.

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4 Roll call was taken, with the following members present: Ald. Jim Olson, Ald. Harvey Bertrand,
5 Ald. Bob Muth, Village of West Salem Trustee Leroy Brown

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7 Also Present: City Administrator Eric Rindfleisch, Financial Services Director/Treasurer Fred
8 Buehler

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10 Excused Absence: Village of Holmen Trustee Dawn Kulcinski

11 **Item 2 – Approval of minutes from the previous meeting**

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14 Motion by Ald. Bertrand, second by Ald. Muth, to approve the minutes from the previous
15 meeting as printed and on file in the City Clerk's Office.

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17 On voice vote, motion carried.

18 **Item 3 – Public Input (limited to 3 minutes/individual)**

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21 Ald. Olson called three times for anyone wishing to provide public input and closed that portion
22 of the meeting.

23 **Consideration and possible action on the following items:**

24 **Item 4 – MASS TRANSIT**

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28 a. MTU Transit financials (Jim Krueger)

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30 No report.

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32 b. Shared Ride Transit:

33 1. Financials (Justin Running or Jeff Burckhardt/Fred Buehler)

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35 The January 2018 statistics are as follows:

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- **West Salem Trips:** 600 (an increase of 224 from January 2017)
 - **Holmen Trips:** 1,282 (an increase of 262 from January 2017)
 - **Onalaska Trips:** 2,967 (a decrease of 682 from January 2017)
 - **Total Trips:** 4,849 (a decrease of 196, or 3.89 percent, from January 2017)
 - **MTU Passes:** 706 (an increase of 96 from January 2017)

Reviewed 3/9/18 by Fred Buehler

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- 42 • **Agency Trips:** 881 (an increase of 152 from January 2017)
- 43 • **Year-to-Date Trips:** 4,849 (a decrease of 196 from January 2017)
- 44 • **Revenue:** \$16,551 (a decrease of \$284, or 1.69 percent, from January 2017)

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46 City Administrator Rindfleisch said he had examined the revenue and that “we’re basically
47 breaking even.” However, City Administrator Rindfleisch also pointed out there has been a
48 substantial decrease in the number of rides and asked if it is possible to retain the same amount
49 of revenue with the decreased number of rides because rates have increased. City Administrator
50 Rindfleisch also asked if it is possible the manner in which rides are counted is done differently
51 year to year.

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53 Fred told City Administrator Rindfleisch agency fees are not driven by the same ridership rate.
54 Fred also said it is possible more coupons could have been sold and told City Administrator
55 Rindfleisch it is difficult to say what could be driving the differential.

56
57 City Administrator Rindfleisch noted that trips in the City of Onalaska have been decreasing
58 substantially.

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60 Fred noted that ridership increased in the City of Onalaska the last quarter of 2017 compared to
61 prior years.

62
63 City Administrator Rindfleisch asked to meet with Shared Ride and review how it is counting
64 trips and said, “If the revenue is there, that is good news. The trouble is that trips are down
65 substantially, so maybe they’re not counting trips appropriately or something different has
66 happened from past [inaudible].”

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68 Motion by Ald. Muth, second by Ald. Bertrand, to approve the Shared Ride Transit financials for
69 January 2018.

70
71 On voice vote, motion carried.

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73 2. Update regarding any issues with the Shared Ride program

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75 Fred said he and Deputy Financial Services Director Kim Isensee had participated in a
76 conference call today with representatives from Region 5, which is based in Chicago. Title VI
77 had been one topic of discussion, which the Utilities Committee approved at its February 7
78 meeting. Fred said Title VI is currently under review, and he said the Disadvantaged Business
79 Enterprise requirement had been another topic of discussion. Fred said if the City of Onalaska
80 receives more than \$250,000 in revenue that is directly related to the ridership program – the city
81 received more than \$255,000 – it must consider doing a Disadvantaged Business Enterprise.
82 Fred said Region 5 representatives are examining what the city would have to do, if it is
83 necessary, in reference to the DBE. Fred said he hopes the conversation can continue sometime

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84 during the week of March 11-17. Fred also said a 30-plus page document will come before the
85 committee at its April 4 meeting if the city needs to do a DBE. Fred also noted that four Shared
86 Ride vehicles had been sold for an average of a little more than \$2,000 apiece and said those
87 funds will go back into the Shared Ride program as the sum was less than the \$5,000 threshold.
88 Fred said he hopes the funds will offset any future vehicles the Shared Ride program would need
89 to purchase. Fred referred to the \$10,000 that remained the last time Shared Ride vehicles were
90 purchased and said a \$30,000 vehicle had been purchased for \$20,000. Fred concluded by
91 saying he is waiting for City Engineer Jarrod Holter to inform him if the city will receive STP
92 Urban Funding.

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94 c. Holmen Transit Input (Holmen Rep.)

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96 No report.

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98 d. West Salem Transit Input (West Salem Rep.)

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100 No report.

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102 e. Onalaska Transit Input (Onalaska Rep.)

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104 No report.

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106 **Item 5 – UTILITIES**

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108 No report.

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110 **Adjournment**

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112 Motion by Ald. Bertrand, second by Ald. Muth, to adjourn at 7:12 p.m.

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114 On voice vote, motion carried.

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117 Recorded by:

118

119 Kirk Bey