



CITY OF MERRILL

Merrill Transit System

Brad Brummond, Transit Administrator

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NOTICE

THE TRANSIT COMMISSION WILL MEET ON December 18, 2023 AT 4:00 P.M. in the chambers at Merrill City Hall, 1004 E 1st Street, Merrill, WI 54452 or by calling in Phone: 443-606-2349 PIN: 127 898 538 #

Transit Commission; Chairman- Mr. Rick Blake, Ms. Sue Kunkel, Ms. Jill Weber, Ms. Denise Ziech, Ms. Sara Doerr, Brad Brummond; Transit Administrator

THE FOLLOWING ITEMS WILL BE ON THE AGENDA

- 1) Call to Order
- 2) Public Comment:
- 3) Approve the minutes of the November , 2023 regular meeting:
- 4) Administrator's Report:
 - a. Ridership
 - b. Employee Status
 - c. Tour of lights
 - d. Recruitment
- 5) Future Agenda items:
- 6) Next meeting date: January 29, 2023 at 4:00pm. Meeting will be held at City Hall in the Council Chambers
1004 E 1st St Merrill, WI 54452
- 7) Adjournment:

Submitted by

Brad Brummond

THE MERRILL CITY HALL IS ACCESSIBLE TO THE PHYSICALLY DISADVANTAGED. IF SPECIAL ACCOMODATIONS ARE NEEDED, PLEASE CONTACT THE MERRILL CITY HALL AT 536-5594.

Transit Commission Meeting
November 20, 2023
Minutes

Present: Mr. Rick Blake – Chairperson, Ms. Sue Kunkel- remote, Ms. Jill Weber, Ms. Denise Ziech -, Ms. Sara Doerr and Brad Brummond – Transit Administrator

1) Call to order: 4:00pm

2 Public Comment – None

3) Approval of October , 2023 minutes

A motion to approve minutes of the September 2023 regular meeting was made by Ms. Sue Kunkel and seconded by, Ms. Jill Weber. All ayes, motion approved unanimously.

4) Administrator's Report:

- A. Ridership – holding steady
- B. Employee Status – Still short had interest from a gentleman for the part time afternoon
- C. Budget- passed with 4th full time in event need to go that route for staffing
- D. Tour of lights- set December 13, 2023 again be judging decorating contest
- E. Recruitment- on Indeed not use Midwest Communications at this time

A motion to approve Administrators report was made by Ms. Sue Kunkel and seconded by Ms. Sara Doerr. All ayes, motion approved unanimously.

5) Future Agenda Items: Admin Report, tour of lights, radio, recruitment

6) Next meeting date will be December 18, 2023 at 4:00pm. Meeting will be held at the Council Chambers in City Hall, 1004 E 1st St, Merrill, WI 54452.

7) Adjournment - A motion to adjourn was made by Ms. Sara Doerr and seconded by Ms. Jill Weber. All ayes, motion approved unanimously.

Respectfully submitted by:

Brad Brummond
Transit Administrator