



**MANITOWOC COUNTY  
TRANSPORTATION COORDINATING COMMITTEE  
MEETING NOTICE**

**DATE:** Wednesday, January 31, 2024  
**TIME:** 1:00 PM  
**PLACE:** Manitowoc County Heritage Center  
Education Room (basement)  
1701 Michigan Ave., Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Call to order by Chairperson
2. Roll Call
3. Approval of agenda as printed
4. Approval of minutes of the October 24, 2023 meeting
5. Public Comment
6. Approve 2023 4th Quarter Reports (discussion and possible action) – Kim Novak/Linda Grider
7. Correspondence
8. Committee Member Concerns
9. Bylaw Changes
10. Adjourn

Date: January 9, 2024

Supv. Paul Hacker, Chairperson

By: Kim Novak, Business Services Manager

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this commission, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Transportation Coordinating Committee

January 31, 2024

Meeting Minutes

**Call to Order:** The meeting was called to order January 31, 2024 at 1:00 pm by Co Chair Supv. Weiss

**Roll Call:**

Present: Tim Nicholls, Shirley Fessler, Supv. Don Weiss, Supv. Paul Hacker, Deanna Genske, Steve Roekle, Heather Ihlenfeldt, Birgit Kelly, and Cindy Neelis. Also in attendance was Linda Grider, Mobility Manager; Kim Novak, Business Services Manager -ADRC of the Lakeshore, Wendy Hutterer, Director -ADRC of the Lakeshore and Kevin Bottesi, Maritime Metro Transit.

Excused: Ron Shannon

Absent: Dave Schmaling

**Approval of Agenda as Printed:** Motion by Fessler, second by Genske, to approve agenda as printed. Motion was passed unanimously.

**Approval of Minutes of the October 24, 2023 Meeting:** Motion by Roekle, second by Ihlenfeld, to approve the minutes of the previous meeting held on October 24, 2023. Motion was passed unanimously.

**Public Comment:** None

**2023 4th Quarter Reports:** Novak and Grider led the quarterly reports review. One change noted to 5310 Ridership report to add another digit to VIN number (need 6). Motion made by Genske, second by Nicholls, to approve the reports with change noted. Motion was passed unanimously.

**Correspondence:**

- Next coordinated plan needs to be completed and approved by December, 2024. Planning meeting scheduled for February 27<sup>th</sup>. Novak and Hutterer will be in attendance. Novak to email next steps and proposed follow up meeting to committee after that initial meeting.
- No anticipated date on 2023 awarded bus yet.
- 2024 s85.21 grant application was approved.
- Awarded one of the two buses applied for in the 2024 5310 vehicle application. No other information available.
- Awarded \$53,532 of the \$83,253 applied for in the 2024 Mobility Management grant. City of Manitowoc to cover balance of expenses per our contract.

**Committee Member Concerns** – Nicholls expressed concern of possible rising costs for vehicles going forward.

**By Law Changes:** Novak distributed proposed revised By Laws. Motion made by Hacker, second by Fessler, to approve the revised By Laws. Motion was passed unanimously.

**Adjourn:** There being no other business, Roekle made motion to adjourn the meeting, second by Genske. Motion was passed unanimously. Meeting adjourned at 1:24 pm.

Respectfully submitted,

Kim Novak, Business Services Manager  
ADRC of the Lakeshore



**MANITOWOC COUNTY  
TRANSPORTATION COORDINATING COMMITTEE  
MEETING NOTICE**

**DATE:** Wednesday, April 24, 2024  
**TIME:** 1:00 PM  
**PLACE:** Manitowoc County Heritage Center  
1701 Michigan Ave., Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Call to order by Chairperson
2. Roll Call
3. Approval of agenda as printed
4. Approval of minutes of the January 31, 2024 meeting
5. Public Comment
6. Manitowoc County Coordinated Transportation Plan Draft – Brian Dickson
7. Approve 2024 1st Quarter Reports (discussion and possible action) – Kim Novak/Linda Grider
8. Election of Officers
9. Correspondence
10. Committee Member Concerns
11. Adjourn

Date: April 17, 2024

Supv. Paul Hacker, Chairperson

By: Kim Novak, Business Services Manager

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Transportation Coordinating Committee

April 24, 2024

Meeting Minutes

**Call to Order:** The meeting was called to order April 24, 2024 at 1:00 pm by Chair Supv. Hacker.

**Roll Call:**

Present: Tim Nicholls, Shirley Fessler, Paul Hacker, Deanna Genske, Steve Roekle, Heather Ihlenfeldt, and Cindy Neelis. Also in attendance was Linda Grider, Mobility Manager; Kim Novak, Business Services Manager - ADRC of the Lakeshore; Brian Dickson, Bay Lakes; Heena Bhatt, Bay Lakes; Amber Hutchinson, Painting Pathways; Lauren Daun, Felician Village at Home; Lori Fure, Manitowoc County Human Services; William Fessler, citizen.

Excused: Dave Schmaling, Birgit Kelly, Kevin Bottesi, and Supv. Mike Grambow.

**Approval of Agenda as Printed:** Motion by Genske, second by Fessler, to approve agenda as printed. Motion was passed unanimously.

**Approval of Minutes of the January 31, 2024 Meeting:** Motion by Roekle, second by Genske, to approve the minutes of the previous meeting held on January 31, 2024. Motion was passed unanimously.

**Public Comment:** New traffic lights by Menards are very sturdy. Withstood a terrible accident yesterday.

**Manitowoc County Coordinated Transportation Plan Draft:**

Brian Dickson led the Manitowoc County Coordinated Transportation Plan review and discussion. A few changes were noted. Brian will work on updating the draft and send the revised draft for review and approval at the next TCC meeting.

**2024 1st Quarter Reports:** Novak and Grider led the quarterly reports review. One change noted to 5310 Ridership report to add another digit to VIN number (need 6). Motion made by Genske, second by Roekle, to approve the reports with change noted. Motion was passed unanimously.

**Correspondence:** None.

**Election of Officers:** Roekle made motion to nominate Hacker for Chairperson. There being no other nominations Hacker moved to close nominations and cast a unanimous vote, seconded by Genske. Motion carried.

Roekle made motion to nominate Grambow for Vice Chair. There being no other nominations Hacker moved to close nominations and cast a unanimous vote, seconded by Fessler. Motion carried.

Roekle made motion to nominate Fessler for 2<sup>nd</sup> Vice Chair. There being no other nominations Hacker moved to close nominations and cast a unanimous vote, seconded by Hacker. Motion carried.

Transportation Coordinating Committee

April 24, 2024

Meeting Minutes

**Committee Member Concerns** – Novak expressed concern that By Laws need to be updated due to change in committee structure. This will be topic on next agenda. Coordinated Plan will also be topic on next agenda.

**Adjourn:** There being no other business, Roekle made motion to adjourn the meeting, second by Genske. Motion was passed unanimously. Meeting adjourned at 2:24 pm.

Respectfully submitted,

Kim Novak, Business Services Manager  
ADRC of the Lakeshore



**MANITOWOC COUNTY  
TRANSPORTATION COORDINATING COMMITTEE  
MEETING NOTICE**

**DATE:** Wednesday, July 24, 2024  
**TIME:** 1:00 PM  
**PLACE:** Manitowoc County Heritage Center  
Education Room (basement)  
1701 Michigan Ave., Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Call to order by Chairperson
2. Roll Call
3. Approval of agenda as printed
4. Approval of minutes of the April 24, 2024 meeting
5. Public Comment
6. Manitowoc County Coordinated Transportation Plan Final Draft Approval
7. 2025 5310 Mobility Grant Application
8. 2025 5310 Vehicle Grant Application
9. By Laws Discussion
10. Approve 2024 2nd Quarter Reports (discussion and possible action) – Kim Novak/Linda Grider
11. Correspondence
12. Committee Member Concerns
13. Adjourn

Date: July 16, 2024

Supv. Paul Hacker, Chairperson

By: Kim Novak, Business Services Manager

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Transportation Coordinating Committee

July 24, 2024

Meeting Minutes

**Call to Order:** The meeting was called to order July 24, 2024 at 1:00 pm by Chair Supv. Hacker.

**Roll Call:**

Present: Shirley Fessler, Supv. Paul Hacker, Heather Ihlenfeldt, Supv. Mike Grambow, Lauren Daun and Kevin Bottesi. Also in attendance were Linda Grider, Mobility Manager; Kim Novak, Business Services Manager - ADRC of the Lakeshore, Wendy Hutterer, Director – ADRC of the Lakeshore, and William Fessler, citizen.

Excused: Birgit Kelly, Tim Nicholls, Deanna Genske, and Cindy Neelis.

Absent: Steve Roekle

**Approval of Agenda as Printed:** Motion by Fessler, second by Supv. Grambow, to approve agenda as printed. Motion was passed unanimously.

**Approval of Minutes of the April 24, 2024 Meeting:** Motion by Supv. Grambow, second by Ihlenfeldt, to approve the minutes of the previous meeting held on April 24, 2024. Motion was passed unanimously.

**Public Comment:** None

**Manitowoc County Coordinated Transportation Plan Draft:**

Novak reviewed the final plan and the recent changes that were made. Motion by Fessler, second by Supv. Grambow to approve the plan. Motion was passed unanimously.

**2025 5310 Mobility Management Grant Application:** Novak reviewed the 5310 Mobility Management grant application. Motion by Bottesi, second by Supv. Grambow, to approve the application to be submitted to WisDOT. Motion was passed unanimously.

**2025 5310 Vehicle Grant Application:** Novak reviewed the 5310 vehicle grant application. Need to add the bus that is in the process of disposal to the inventory list. Motion by Supv. Grambow, second by Fessler, to approve the application with noted addition to be submitted to WisDOT. Motion was passed unanimously.

**By Laws Discussion:** Supv. Hacker reviewed the proposed amended By Laws. Motion by Supv. Grambow, second by Ihlenfeldt, to approve the proposed By Laws. Motion was passed unanimously.

**2024 2nd Quarter Reports:** Novak and Grider led the quarterly reports review. Motion made by Bottesi, second by Supv. Grambow, to approve the reports. Motion was passed unanimously.

**Correspondence:** None.

**Committee Member Concerns** – Novak presented the 2025 TCC meeting dates.

**Adjourn:** There being no other business, Bottesi made motion to adjourn the meeting, second by Supv. Grambow. Motion was passed unanimously. Meeting adjourned at 1:40 pm.

Respectfully submitted,

Kim Novak, Business Services Manager  
ADRC of the Lakeshore



## MANITOWOC COUNTY TRANSPORTATION COORDINATING COMMITTEE MEETING NOTICE

DATE: Wednesday, October 23, 2024  
TIME: 1:00 PM  
PLACE: Manitowoc County Heritage Center  
Education Room  
1701 Michigan Ave., Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered and acted upon at the meeting:

1. Call to order by Chairperson
2. Roll Call
3. Approval of agenda as printed
4. Approval of minutes of the July 24, 2024 meeting
5. Public Comment
  - a. Public Hearing 2025 85.21 Grant
  - b. Public Comment Non-Grant Related
6. 2025 s85.21 Grant Application Approval
7. Manitowoc County Coordinated Transportation Plan Resolution Approval
8. Approve 2024 3rd Quarter Reports (discussion and possible action) – Kim Novak/Linda Grider
9. Correspondence
10. Committee Member Concerns
11. Set 2025 meeting dates
12. Adjourn

Date: September 26, 2024

Supv. Paul Hacker, Chairperson

By: Kim Novak, Business Services Manager

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Transportation Coordinating Committee  
October 23, 2024  
Meeting Minutes

**Call to Order:** The meeting was called to order October 23, 2024 at 1:00 pm by Chair Supv. Hacker.

**Roll Call:**

Present: Shirley Fessler, Supv. Paul Hacker, Birgit Kelly, Supv. Mike Grambow, Lauren Daun, Deanna Genske, Cindy Neelis, Steve Roekle, and Kevin Bottesi. Also in attendance were Linda Grider, Mobility Manager; Kim Novak, Business Services Manager - ADRC of the Lakeshore, Ben Peters – United Way, and William Fessler, citizen.

Excused: Tim Nicholls and Heather Ihlenfeldt.

**Approval of Agenda as Printed:** Motion by Fessler, second by Genske, to approve agenda as printed. Motion was passed unanimously.

**Approval of Minutes of the July 24, 2024 Meeting:** Motion by Genske, second by Supv. Grambow, to approve the minutes of the previous meeting held on July 24, 2024. Motion was passed unanimously.

**Public Comment:**

- **Public Hearing 2025 s85.21 Grant** - William Fessler (citizen) and Ben Peters from United Way were in attendance from the public. Grant application was reviewed. No changes to be made.
- **Public Comment non-Grant Related** - William Fessler (citizen) and Ben Peters from United Way were in attendance. Peters commented that he would like to be included in the next Transportation Coordinated Plan planning meeting to address gaps in transportation in the community.

**2025 s85.21 Grant Application Approval:** Novak reviewed 2025 s85.21 Specialized Transportation grant. Motion made by Botteski, second by Roekle, to approve the application for submission. Motion was passed unanimously.

**Manitowoc County Coordinated Transportation Plan Resolution Approval:** Supv. Hacker reviewed the resolution. Motion by Genske, second by Fessler to approve the resolution to be submitted to the Manitowoc County Board. Motion was passed unanimously.

**2024 3rd Quarter Reports:** Novak and Grider led the quarterly reports review.

**Correspondence:** Received notification that the bus from the 2023 grant should be delivered next week.

**Committee Member Concerns** - Supv. Hacker discussed email received from Bay Lakes regarding transportation access to public health options study.

**Set 2025 Meeting Dates:** Meeting dates were distributed.

**Adjourn:** There being no other business, Genske made motion to adjourn the meeting, second by Roekle. Motion was passed unanimously. Meeting adjourned at 1:34 pm.

Respectfully submitted,

Kim Novak, Business Services Manager  
ADRC of the Lakeshore