

ONEIDA-VILAS TRANSIT COMMISSION (OVTC) MINUTES

July 27, 2018

ATTENDANCE: Erv Teichmiller, Bob Mott, Steven Schreier. Ed Hammer, Chuck Hayes and Fred Radtke. Absence: Milt Klingsporn. Other Present: Pat Daoust, Bay Area Rural Transit Manager; Sue Richmond and Joel Gottsaker.

CALL TO ORDER: Teichmiller called the meeting to order at 9:02 a.m. at the Transit Commission office in Rhinelander noting this meeting was properly posted in accordance with the Wisconsin Open Meeting Law and meets the Americans with Disabilities Act.

APPROVAL OF AGENDA: Motion by Schreier to approve Agenda in any order as per the chair with a second by Radtke. All ayes. Motion Carried.

APPROVAL OF THE MINUTES: Motion by Hammer to approve the minutes of the June 28, 2018. Second by Mott. All ayes. Motion carried.

PUBLIC COMMENT: None

FINANCIAL REPORT:

- a. Pat presented Statement of Activity and Budget vs. Actual year to date reports. Reports are on a cash basis. Pat added a column for deferred bills. We are at 78.6% year to date of budget. Both reports will be sent to Directors of Finance for Oneida and Vilas County.
- b. Workman's Compensation Audit: Pat is working with insurance agent regarding the increase in our Workman's Compensation policy. There are errors in the employee classification codes. Pat asked WCRB (Wisconsin Compensation Rating Bureau) for and audit of our policy. There was a \$10,838 premium increase. We are under budget so grant money can be used for the increase rather than local share. Pat didn't receive an answer if the change will be retroactive or not.
- c. **BUS PURCHASE INTEREST:** Buses arrived in October of 2017. We hadn't raised all the money, struggled receiving the two-county board's permission and waited for the bank to approve the loan. Atlas Bus is asking for us to pay interest. Motion by Mott to send \$2,000 to Atlas Bus subject to having available funds. Second by Hayes. All ayes. Motion carried. The key is to have the interest check come out of the donated funds.

MANAGEMENT:

- a. **Consultant Report:** Interviewed and hired a driver for the Lakeland Area. Made an offer for the dispatch position, but the person declined the offer. We received the second quarter 2017 fuel refund of \$1,455.57. Gottsaker has submitted refund for the remainder of 2017 and the first two quarters in 2018.

RIDERSHIP REPORT: Number continue to decline. Pat to break down by bus/route. He normally reports the ridership numbers in a five-year graph. Discussed reasons for the decline. No longer report Prime Timers numbers, sending the general public in Rhinelander to the shared ride taxi program, have 24 advance call in. WisDOT looks as cost per ride. Drop in ridership doesn't affect our funding. There is a decrease in expenses. Pat is looking at changing the Lakeland area and Eagle Rive area back to same day rides. Pat is looking at fares and change in advertising/brochures.

GRANT OPPORTUNITY: Pat submitted a 5339 grant for the purchase of four new buses. It is a 15/85 program. We need to fund raise for 15% of the bus purchase price.

GRANT OPPORTUNITY: Didn't discuss.

Charter Revisions: Didn't discuss.

BY-LAW REVISION: Didn't discuss.

CLOSED SESSION: Closed Session: Motion by Hammer, second by Radtke to enter in to closed session pursuant to section 19.85 (1)(c) Wis Stats., to: consider employment, promotion, compensation or performance evaluation data of a public employee over which this body has jurisdiction or responsibility. (Topics – Interviews for Regional Manager Position) Roll Call Vote: Hayes/aye, Schreier/aye, Teichmiller/aye, Mott/aye, Radtke/aye and Hammer/aye. 10:15 a.m.

Motion by Hayes to return to open session at 2:30 p.m. Second by Schreier. All ayes. Motion carried.

Motion by Hammer to enter into negotiations with a candidate for the Regional Transit Manager position. Second by Mott. All ayes. Motion approved.

LETTERS AND COMMUNICATIONS: Matthew Daily of DISCAB wrote an email for letters and communications. Please see attached email.

Motion by Hayes with a second by Mott. All ayes. Motion carried. Meeting adjourned at 2:40 p.m.

Next meeting August 17, 2018 at 9:00. Next Executive Committee meeting August 9, 2018 and 8:00 a.m.

Minutes reflect the recorder's notations and are subject to approval by the appropriate committee.

Respectfully submitted by:

Barb Newman, Office Manager
Oneida-Vilas Transit Commission