

## **ONEIDA-VILAS TRANSIT COMMISSION (OVTC) MINUTES**

**October 24, 2019**

**ATTENDANCE:** Bob Mott, Steven Schreier, Charles Hayes, Fred Radtke, and Milt Klingsporn. Absent Erv Teichmiller and Ed Hammer. Others Present: Roger Youngren, Transit Manager and Kayla Houpp, Lakeland Times.

**CALL TO ORDER:** Mott called the meeting to order at 9:01 a.m. the ADRC of Transit Commission Building at 1831 N. Stevens St. Rhinelander, noting this meeting was properly posted in accordance with the Wisconsin Open Meeting Law and meets the Americans with Disabilities Act.

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

**APPROVAL OF THE MINUTES:** Motion by Schreier to approve Minutes of September 30, 2019 Second by Klingsporn with the correction to the Conflict of Interest agenda item. Add conflict of interest policy after non-profit. All ayes. Motion Carried.

**APPROVAL OF THE MINUTES:** Motion by Schreier to approve Minutes of September 30, 2019 Executive Committee. Second by Mott. All ayes. Motion carried.

**PUBLIC COMMENT:** No one present.

**STARGAZER MEETING RECAP:** Youngren met with the owners of Stargazer at their office. They discussed special events. Youngren stated that Stargazer doesn't have any complaint regarding the transportation of the Nordic Ski Team. Stargazer brought up a voucher program to help provide transportation outside our area. Youngren will check with WisDOT regarding that program.

**LAKELAND TIMES OPEN RECORDS REQUEST:** The Lakeland Times sent us a request of items including information regarding the Nordic Ski Team and the Prime Timers. All requested items have been sent.

**SHELL FUEL REWARDS DISCOUNT:** Shell Fuel offer \$0.15 discount per gallon of gas for the first 90 days and \$0.10 thereafter. There isn't a contract or fees for the cards. The receipts are confusing with anywhere from \$0.05 to \$0.20 per gallon discount showing. Shell said to wait until our first bill to see the discount.

**NEW FACILITY:** Youngren reviewed facilities at 3197 Highway 17 South in Rhinelander and 121 Mill St. Eagle River. General discussion regarding each property's office space, garage space, heating, water supply and sewer systems. The Eagle River property has the possibility of additional rental income. Motion by Radtke to allow Youngren to negotiate the sales price and write a grant for the purchase of 121 Mill St. Eagle River property contingent upon the building meeting OVTC needs and grant award. Youngren believes OVTC can begin renting the Eagle River property December 1, 2019. The rent is \$2,480 plus utilities.

**NEW BUS ORDER:** The WisDOT bus specifications are smaller than anticipated. The medium bus is a 10 + 2 bus. The base price is \$59,659 without options. General discussion regarding ordering one less bus and moving that money to the down payment of the new facility.

BART BUS OPTIONS: WisDOT has a 2017 Ford E450 bus from BART for transfer to another transit agency. The purchase price is \$5,914. Discussion regarding if OVTC receives the bus should OVTC order 4 new buses. Motion by Schreier to accept the proposed bus transfer from BART for a purchase price of \$5,914.00. Second by Hayes. All ayes. Motion carried. Hayes asked if OVTC purchased three new buses, can the bus local share be used for the new facility. Schreier said he is hearing a need for four new buses irrespective of how the money is applied. Motion by Mott to purchase four buses, if the \$15,000 in question can't be used for the building; if the \$15,000 can be used for the building, and the building is acceptable, then purchase three buses and use the \$15,000 for the Transit's part of the grant for purchase of the building. Second by Hayes. All ayes. Motion carried.

RICE LAKE VEHICLE OPTION: Rice Lake will no longer offer public transportation. WisDOT has a 2017 Dodge Caravan for transfer from Rice Lake. The van seats 3 passengers and one wheelchair. Youngren explained that the van could be used for the Eagle Eye route or on demand in Eagle River. Schreier made a motion to purchase the 2017 Dodge Caravan for \$3,711. Second by Hayes. All ayes. Motion carried.

DONATION: The General Federation of Women's Clubs gave a \$500 donation. Youngren wrote a letter of request and he'll write a thank you letter.

BUDGET VS. ACTUAL EXPENSES: Youngren went through report line by line. Overall under budget \$69,500. Discussion regarding fares and to be more conservative on the revenue income for 2020.

RIDERSHIP REPORT: Decreased 450 one-way rides from August to September. Many cancellations due to the rainy weather. There has been ample time to assess the demand for the Eagle Eye route.

NEW PROPOSED ROUTE FOR 2020. Richmond, Vilas County ADRC Director, asked to look at the Manitowish Waters and Boulder Junction areas. Youngren proposed changing the Eagle Eye route to every Wednesday and every other Friday to Phelps, Land O' Lakes and Eagle River. Every Monday and every other Friday to Manitowish Waters, Boulder Junction and the Lakeland Area. There haven't been any passengers from Conover and Land O' Lakes.

2019 ROUTES MONTH BY MONTH COMPARISON: Youngren gave a handout comparing ridership for each route. Through September Bear Paw had 568 riders, Whitetail had 625 and Eagle Eye 311. Youngren is asking for a donation from Manitowish Waters and Boulder Junction.

NEXT MEETING DATE: Thursday, November 21, 2019 at 9:00 a.m.

Meeting was adjourned at 10:58 a.m.

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

Respectfully submitted by:

Barbara Newman  
Office Manager