

Minutes from April 14, 2021 Board Meeting.

Attendance: Steven Schreier, Marv Anderson, Chuck Hayes, Dawn Winqvist, Fred Radtke, Milt Klingsporn and Billy Fried via zoom. Present: Roger Youngren, Transit Manager, Joel Gottsacker, Manager ADRC of Oneida County, Sue Richmond, Director ADRC of Vilas County and Barb Newman, Office Manager by zoom.

Call to Order: Schreier called the meeting to order at 0900 at the Vilas County Court House, 330 Court Street Conference Room B, Eagle River 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 Winqvist to approve the agenda in any order as per the chair with a second by Hayes. All ayes. Motion carried.

Approval of the minutes: Motion by Anderson to approve minutes of March 25, 2021. Second by Winqvist. All ayes. Motion Carried.

Lease at 3611 Highway 47 and options: Youngren reported the new lease of a one-year term has been signed with a 90 day out clause by either party. A local Rhinelander realtor is currently identifying potential properties for lease/purchase. Schreier reported that a public hearing was held earlier in April for a conditional use permit for the potential buyer of the 3611 property, but the buyer was not present so no formal action was taken.

Repayment of Loan to Both Counties: Youngren reported we are in a good financial position now since receiving 2020 4<sup>th</sup> Quarter reimbursement and recommended we pay each county \$5,000.00 as part of our repayment of the \$50,000.00 original loan from each county. Anderson made a motion to repay each county. Winqvist seconded the motion. All ayes with Fried in agreement as long as there was no other debt to be paid at this time. Motion Carried.

Minimum Starting Pay for Drivers: Youngren recommended raising the rate of pay to \$13.00 per hour for drivers from the current minimum of \$11.00 per hour. Anderson asked how the rate was determined and Youngren replied from internal discussions with staff. Radtke stated that \$11.00 per hour is too low since the drivers have many responsibilities. Schreier asked how often we currently raise driver pay with Youngren replying annually. Winqvist asked the additional pay would be recovered in the current budget with Youngren replying we have eliminated the Boulder Junction-Manitowish Waters route from the 2021 budget that was sufficient to offset the additional expense. Fried asked if there was a current probationary period for new drivers, Youngren replying not currently but that could be implemented. Anderson asked if all drivers were currently making at least \$11.00 per hour with Youngren replying in the affirmative. Richmond indicated she had two open positions with hardly any applicants and jobs are hard to fill even with a decent starting wage. Schreier said that we wanted our wages to be competitive with other local driver wages. Anderson made a motion to increase driver minimum starting wage to \$13.00 per hour and raising all other driver pay

under the \$13.00 to reflect the minimum starting driver pay. Winquist seconded the motion. All ayes with the exception of Fried who could not hear the discussion and abstained. Motion Carried. Fried left the meeting at 0934.

Part Time Employee Benefit Recommendation: Youngren commented that all drivers and dispatchers are part time employees and do not receive any benefits of paid time off, medical, etc. Our current personnel policy does not permit any PTO for part time employees. Youngren made a recommendation to award employees who maintain a minimum of consistent 5-year employment receive 3 days PTO. Hayes commented this could present an administrative burden with Youngren indicating otherwise since it could be tracked in Quick Books. Anderson suggested using a graduated scale for employees with even one year of service up to five years of service. Schreier also suggested a graduated scale of some sort. Hayes said what was ultimately decided had to be modified in our Personnel Handbook so employees would know when they were initially hired. Youngren to present a new recommendation at the next board meeting to reflect a graduated scale for PTO for part time employees.

Next Meeting Date and Time: May 27, 2021 at 0900 at Vilas County Courthouse.

The meeting was adjourned at 1000.

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

Roger J. Youngren  
Regional Manager