

ONEIDA VILAS TRANSIT COMMISSION

January 25, 2024

MINUTES

Attendance: Present Marvin Anderson, Fred Radtke (Zoom), Dawn Winquist excused, Holly Tomlanovich, Richard Logan and Conner Showalter (Zoom). Absent Toni Rio. Others Present Transit Manager Barb Newman, Joel Gottsacker Oneida County ADRC Manager and Sue Richmond Director ADRC of Vilas County.

Called to order by Chairman Anderson at 9:03 A.M. at Vilas County Courthouse, Conference Room B at 330 Court St., Eagle River, WI. Noting that this meeting was properly posted in accordance with the Wisconsin Open Meeting Law and meets the American with Disability Act.

ESTABLISHED A QUORUM: 5 Of 8 Member present.

APPROVAL OF AGENDA: Motion by Tomlanovich, second by Logan to approve agenda. All Ayes.

DISCUSSION AND POSSIBLE ACTION ON: Public Comments. None.

DISCUSSION AND POSSIBLE ACTION ON Building Committee: Logan reached out to Adam Wallace, who is the assistant property manager of the National Highland American Legion State Forest. Wallace forwards some information on a piece located in Lake Tomahawk it's separate from the forest it would be a piece that may consider selling to us. That parcel would have to be signed off by several committees before it could be approved to be sold. Logan stated that he didn't want this property to interfere with hiring a needs assessment or the work that's already done to date. This piece isn't up for sale, so if OVTC doesn't buy it now it will not be lost to OVTC necessarily. A motion was made by Logan to continue working on the process of hiring a consultant prior to purchasing a parcel. Second by Tomlanovich. All Ayes.

DISCUSSION AND POSSIBLE ACTION ON: Architectural and Engineer Grant and Needs Assessment Grant. Newman and Logan have been collaborating on filling out the required forms. Newman anticipated that she would have the form for vender net submitted January 26, 2024. The total process still has six to eight months to go.

DISCUSSION AND POSSIBLE ACTION ON: Vehicle purchase grant. OVTC has been approved by People's State Bank for the interim loan on the buses. Newman reached out to A & J Mobility on what a timeline might look like for delivery, their response was, they could deliver two the end of February and one the beginning of March. Newman explained it would simplify the loan process to take delivery of all three at the same time. Tomlanovich motion take delivery of all three buses at the same time. Second by Radtke. All Ayes.

DISCUSSION AND POSSIBLE ACTION ON: the 3611 Highway 47 lease. The landlord had come to Newman stating verbally the lease was going to be increased. That was followed up with a written lease that is set to take effect May 1, 2024. Rent will go from \$1250.00 to \$1700.00. Newman discussed the cost of

leasing at OVTC current location compared to other locations with a commercial real estate professional who stated that OVTC still had a pretty good rate. Newman did speak with the landlord, stating with the raise in the rent she expected that some repairs would be made to the roof over the shop and one of the windows in her office. Motion by Tomlanovich to Authorize Newman to negotiate the lease to either a six month or eighteen-month lease so that it coincides with budgeting. Second by Logan. All Ayes.

DISCUSSION AND POSSIBLE ACTION ON: Headwaters Maintenance Agreement. OVTC had gotten a quote for \$2500.00 to insure OVTC against incidence involving the maintenance of Headwaters buses. Headwaters did not want to absorb that cost. What was meant as a revenue stream doesn't seem feasible now.

DISCUSSION AND POSSIBLE ACTION ON: Budget overview through December 2023. Fare revenue is up. Line 406 under revenue reflects interest earned. Expenses lined up pretty much as planned. At the end of 2023 did purchase a new laptop and copier because funds were available, and the equipment needed.

DISCUSSION AND POSSIBLE ACTION ON: Paid Vouchers. Nothing out of the ordinary. Tomlanovich motion to approve the vouchers. Second by Logan. All Ayes.

DISCUSSION AND POSSIBLE ACTION ON: Quarterly Ridership Report. The report shows a increase in ridership of 6.8%. Tomlanovich wondered if there was anything that could be done to increase ridership in Vilas County. There are no suggestions put forth.

DISCUSSION AND POSSIBLE ACTION ON: Quarterly Bus Report: N-12 could be a bus that is retired from the fleet when the new buses arrive. But its parts can be used on OVTC other buses. N-5 is already out of service.

DISCUSSION AND POSSIBLE ACTION ON: Transit Manager's additional vacation request. OVTC is discussing adding five PTO days to the Transit Managers compensation package. That would work out to four weeks paid vacation. Because this benefit is outside the written policy Anderson made a motion to differ the topic until February asking Newman to come back with information from the counties on how they handle their vacation time. Second by Logan. All Ayes.

Items for future agendas: Building Committee, Manager PTO, J1 participants', Bus Stops.

Letters and Communications: Logan share that he had noticed the State of Wisconsin was going to be placing charging stations through Wisconsin highways.

Adjournment: 10:05 A.M.

NEXT MEETING: February 22, 2024. 9:00 A.M. Vilas County Court House.

Respectfully Submitted,

Brian Moore

Office Manager Northwoods Transit.