

ONEIDA-VILAS TRANSIT COMMISSION (OVTC) MINUTES

June 15, 2018

ATTENDANCE: Erv Teichmiller, Bob Mott, Ed Hammer, Chuck Hayes, Fred Radtke, Steven Schreier. Others Present: Pat Daoust, Dianne Jacobson, Sue Richmond and Joel Gottsacker

CALL TO ORDER: Teichmiller called the meeting to order at 9:01 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 Hammer 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. Second by Radtke. To approve the minutes of the May 23, 2018 minutes. All ayes. Motion carried.

PUBLIC COMMENT: None

LINE OF CREDIT UPDTE: Mott gave a recap of the Oneida County Administration meeting. Mott gave Administrative Committee and overview of why to a line of credit. Director of Finance more comfortable because of Oneida County Department of Aging oversight. Hintz happy with OVTC Business Plan. Resolution passed 5-0. Vilas County Board meets next week. Daoust found money by applying for fuel tax refund. Daoust will work on developing a surplus. Teichmiller to meet with Tom Knudsen of Peoples State Bank to discuss a line of credit.

JANUARY TO MAY FINANCIAL REPORT: Changing from modified accrual accounting to modified cash accounting. Reports to WisDOT are on a cash basis. Cleaned up bus purchase to show income and expense. Daoust and Gottsacker will work on cash flow statement.

RIDERSHIP REPORT: Numbers are down. Discussed 24-hour advance call. Discussed need for specific routes and times. Daoust looking at routes and services.

BAY AREA RURAL TRANSIT REPORT: Daoust gathering information. He's reviewing the budget. He's reviewing at what works best and what can be changed to be more effective. He's looking at creating brochures. Discussed 5311 funding and how not to duplicate services in Rhinelander. Daoust three-month goals are: new routes, modify/streamline current routes, monitor budget, hire and start training the new Transit Manager, job descriptions, staff raises and build a reserve. Daoust spoke of 85.205 grant monies for fixed route for paratransit customers. Daoust looking at ending relationship with accountant and bring payroll in house. Daoust will review finances for an employee raise effective July 1, 2018.

CHARTER REVISION REPORT: Neither Oneida County nor Vilas County represent OVTC. Discussed changes to Article II Section 5 regarding number of commission board members. Article II Section 6 regarding staggering terms. Article II Section 11 regarding the need for a risk

manager. Article III Section 1 regarding date for elections of officers. Article IV Section 1 regarding authorization for borrowing. Move away from approval language. Article VI Section 1 regarding timing and approval of budget. Article VI Section 3 clarification of public hearing notice. Daoust will send Public Notice template from BlackCat. Article VIII Section 2 regarding WisDOT annual audit. Daoust will share Bay Area Rural Transit charter.

LETTERS AND COMMUNICATIONS: WisDOT said the Bus Grant Application will be approved and the funds to be sent shortly.

Meeting adjourned at 11:27 a.m.

Next meeting June 28, 2018 at 1:00 for Board Meeting.

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