

ONEIDA-VILAS TRANSIT COMMISSION (OVTC) MINUTES

February 15, 2019

ATTENDANCE: Erv Teichmiller, Bob Mott, Steven Schreier, Ed Hammer, Milt Klingsporn and Chuck Hayes. Excused: Fred Radtke. Others Present: Roger Youngren, Dianne Jacobson, Director ADRC of Oneida County; Sue Richmond, Director ADRC of Vilas County.

CALL TO ORDER: Teichmiller called the meeting to order at 9:02 a.m. am at the Transit Commission Building, 1831 N. Stevens Street 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 Hayes to approve Agenda in any order as per the chair with a second by Hammer. All ayes. Motion Carried.

APPROVAL OF MINUTES: Motion by Klingsporn to approve Minutes of January 7, 2019. Second by Schreier. All ayes. Motion Carried.

PUBLIC COMMENT: Mott spoke with a couple from Minocqua. They said that they see our buses everywhere.

TRANSIT MANAGER UPDATES:

- a. **2018 Financial Information:** Reimbursement from WisDOT for fourth quarter 2018 for \$135,367. The line of credit has been paid in full. In 2019 ADRC of Vilas County has paid \$66,740 from their 85.21 money and Oneida County has paid \$66,441 and the Transit Manager will pick up the second half of \$66,441 today. There aren't any red flags in the 2018 financials. The 2018 financials should be finalized for next month's board meeting. Transit Manager has a meeting with Peoples State Bank next week.
- b. **Closing – Monday, February 4, 2019:** Closed due to ice storm. The office is working on better plan for closing to include changing the message on the answering machine. There was a partial closure on Tuesday February 15th due to snow. Transit Manager will ask WisDOT if they need to be informed of closures.
- c. **Bus Repair Reimbursement:** ADRC of Vilas County has approved \$1,800 in repair costs for reimbursement. The repairs were for two starters and a fuel tank. The trust funds are from 2018 and should be received in March of 2019. ADRC of Vilas County has approximately \$10,000 towards new bus purchase and ADRC of Oneida County has \$5,000 towards a new bus purchase.
- d. **Personnel-Drivers:** Down five drivers in January due to various reasons. Two relief drivers have been hired.
- e. **New Service Routes:** No ridership numbers yet. There has been limited activity for the Eagle Eye Service. Bay Area Rural Transit Manager, Pat Daoust, said it could take up to two years for the new services to be up and running. Richmond said to keep in mind that they are making a push to move more people to OVTC starting March 1st. Youngren wanted to notify board that ridership numbers for new route services are a concern. Route service to be reviewed in six months.
- f. **ADRC Volunteer Transport Services:** Recently OVTC has received a couple of complaints regarding our service area. We referred these customers to the ADRC of Oneida County.

ADRC of Oneida County will be able to help both Hazelhurst customers. Both ADRC of Vilas County and ADRC of Oneida County have brochures for use to give to riders and we'll post the brochures on the OVTC web site. Board Chair reminded us that WisDOT doesn't want OVTC to do the long runs for individual riders. We can't maintain timely service of the riders within our area if we continue the long rides.

- g. Transit Manager named to Safety Advisory Group – Transit Mutual: Congratulations to Youngren. Meetings are a couple of times per year. Youngren will submit a PSA with announcement to create positive publicity.
- h. Eagle River Fire Department Letter: The Eagle River Fire Department helped a driver that was stuck in a driveway.
- i. Crescent Town Shop Discussion: Youngren attended the Town of Crescent Board meeting to see if they have shop space available for repairs. The request was denied, but town board members took Youngren's business card to give out in the community. Board Chair reached out to a Stevens Street property owner, but he is unwilling to rent his building. There isn't any available space at either of the Oneida County or Vilas County shops. Headwaters has a bay available on a limited basis. We have another winter where the buses are stored outdoors. Youngren will stay alerted for any WisDOT capital grant opportunities.
- j. Ridership Number 2019: No numbers to report yet.

TRANSIT MANAGER AUTHORITY TO DRAW ON LINE OF CREDIT: Each time Youngren asks the bank for an advance on the line of credit, the bank contacts Board Chair and Treasurer for permission. Board suggested that Youngren contact Board Chair and Treasurer each time with amount advanced, reason for the advance, estimate of payback date and remainder on line of credit. Motion by Hayes to authorize Youngren authority to draw on line of credit up to \$50,000. Second by Schreier. All ayes. Motion carried.

LETTERS AND COMMUNICATIONS: Schreier will continue to look into Public Land Trust loan. Youngren met with Laurie Oungst of Howard Young Medical Center for a donation. Vilas County Board has minor revisions to our Charter. Mott is working with Oneida County Corporate Counsel.

NEXT MEETING DATE: Transit Committee meeting on March 22, 2019 at 9:00 a.m.

Meeting was adjourned at 10:19 a.m.

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

Respectfully submitted by:

Barbara Newman
Office Manager