

ONEIDA-VILAS TRANSIT COMMISSION (OVTC) MINUTES

June 14, 2019

ATTENDANCE: Erv Teichmiller, Bob Mott, Steven Schreier, Chuck Hayes, Ed Hamer, Fred Radtke and Milt Klingsporn. Others Present: Roger Youngren, Transit Manager; Dianne Jacobson, Director ADRC of Oneida County; and Richard Moore, Lakeland Times.

CALL TO ORDER: Teichmiller called the meeting to order at 9:00 a.m. 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 THE AGENDA: Motion by Schreier to approve Agenda in any order as per the chair with a second by Hayes. All ayes. Motion Carried.

APPROVAL OF THE MINUTES: Motion by Schreier to approve Minutes of April 17, 2019 with the following corrections: Rover to River on page 3, CMHS to Community Mental Health Holding Company, busses to buses. Second by Hayes. All ayes. Motion Carried.

PUBLIC COMMENT: No one present.

UPCOMING AUDIT: Bids are due today. Request for bids were sent to three companies. One company declined and Youngren hasn't heard back from the other two companies. Youngren and Darcy Smith, Director of Oneida County finance will review bids.

ONEIDA COUNTY ADMINISTRATION COMMITTEE MEETING JUNE 10, 2019: Mott presented the WisDOT procurement policy for our audit reimbursement. Youngren said that requests for bids were sent to three companies and bids are due June 14, 2019. Dave Hintz, Oneida County Chair met with Smith, Schreier and Mott regarding the audit. Hintz requested an opinion audit. Both Hintz and Smith gave Youngren a list of requested audit items. Mott also presented a resolution allowing OVTC to borrow money to purchase four new buses. Buses are older and repair/maintenance costs are increasing. Committee approved the resolution and the resolution now goes to the full Oneida County Board.

HOWARD YOUNG DONATION: \$10,000 donation received in recognition of the services that we provide. There is a need for medical appointments. WJFW covered the donation.

ACTUAL VS. BUDGET THROUGH MAY 2019: Noted actual fare revenue of \$18,000 versus the \$26,000 anticipated fare revenue. Repairs and maintenance costs are a big concern. 55% of audit will be reimbursed by WisDOT and 45% will be covered by the local share. Fuel is under budget, but the cost of fuel is going up. Overall under budget by \$47,000 through May.

ELECTED OFFICIAL LETTER: Youngren sent a letter at the end of May to all elected officials within the route service areas. A few were mailed but most were dropped off by Youngren. Hammer stated that the Newbold Town Hall was offered as a stop. Hammer believes most people aren't aware of our services. General discussion regarding asking the towns to be included as a tax statement flyer or a link to our website.

PASSENGER SURVEY: It was developed with the help of ADRC's of Vilas and Oneida County. The drivers started at the beginning of June to hand them out. Youngren is expecting 25 responses from the Eagle River, Lakeland and Rhinelander areas. Surveys have been given to both on-demand and route passengers. Surveys are expected back by the end of June.

RIDERSHIP NUMBERS: Youngren is concerned with the Eagle Eye route numbers. WRJO has a June ad running plus there is a free spot in the Vilas News Review. Ridership is expected to increase in summer and winter. Bay Area Rural Transit indicated it takes two years for a new route to grow.

OPEN RECORDS REQUEST FROM THE LAKELAND TIMES: Youngren received the request after he returned from Transit Mutual training. Youngren sent an email to Gregg Walker Editor of the Lakeland Times to say that he's received the request and is working on it.

BUS PURCHASE/MATCHING FUNDS: The commitment funds match have been met. Youngren to write a letter to the ADRCs of Oneida and Vilas County requesting 85.21 Trust Fund money. WisDOT doesn't have an exact cost bus has increased the grant to \$192,000. Vilas County Board doesn't meet until July. Oneida County Board meets the end of June. Peoples State Bank asked to have someone from the WisDOT explain the grant and fund process. WisDOT awarded the van to Portage Transit.

WISCONSIN JOINT FINANCE COMMITTEE RECOMMENDATIONS: 2% increase for mass transit and a 10% increase for The County Elderly and Disabled Transportation Assistance Program (85.21) funding.

LETTERS AND COMMUNICATIONS: None. General discussion as to eliminate this line item from the agenda. Oneida County District Attorney said letters and communications aren't specific enough. The issue is that there isn't any opportunity for decision or discussion regarding the letter or communication.

NEXT MEETING DATE: Friday, July 26, 2019 at 9:00 a.m.

Meeting was adjourned at 9:56 a.m.

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

Respectfully submitted by:

Barbara Newman
Office Manager