

## ONEIDA-VILAS TRANSIT COMMISSION (OVTC) MINUTES

January 27, 2022

Attendance: Marvin Anderson, Billy Fried, Steven Schreier, Fred Radtke (via zoom), Dawn Winqvist (via Zoom), Barbara Newman Transit Manager, Sue Richmond Director ADRC of Vilas County, Mary Rideout Oneida County Department of Social Services/Oneida County ADRC Director, Joel Gottsacker Manager ADRC of Oneida County. Other present Kelly Holm The Lakeland Times.

CALL TO ORDER: Anderson called the meeting to order at 9:03 A.M. at Vilas County Court House, 330 Court Street, Conference Room B, Eagle River WI. Eagle River noting this meeting was properly posted in accordance with the Wisconsin Open Meeting Law and meets the American with Disabilities Act.

ESTABLISHED A QUORUM: 5 of 5 members present establishing a quorum (two via zoom).

APPROVAL OF MINUTES: Motion made by Schreier to approve the minutes, second by Fried. All ayes.

PUBLIC COMMENTS: None.

DISCUSSION AND POSSIBLE ACTION ON CHARTER REVISIONS: The revised charter was approved at Vilas County's November meeting and Oneida County's January meeting. There is a need to add one supervisor from each county board plus one community member. This probably won't happen until after April elections. Anderson asked that a clean copy of the charter be sent to all commissioners, Richardson, Rideout and Gottsacker.

DISCUSSION AND POSSIBLE ACTION ON ADAMS WAY PROPERTY: Appraisal came in at \$220,000 on January 26, 2022. Mr. Denis is aware of the appraisal and that the building OVTC is currently in has been sold. Newman met the new owner in passing. The new owner is aware that OVTC current lease is up the end of March 2022. The new owner would like a tenet meeting the week of January 31, 2022. When asked about the Adams Way building Newman stated that she thought it would be a benefit to OVTC . Would like to see a bus parked in the building but the thought is that all the buses could be parked indoors and still have room for repairs. Plenty of room for four office workers. Would like a clarification on the easement and who's responsibility it would be to plow snow. Looking into a oil infuser that would separate the oil from water when buses are washed. Radtke thought remodel figures to low. That material should be used that would hold up 40 years. Fried thought the focus should be on using material that would expediate getting out of the building OVTC is in now. Fried asked if fund were available? Richmond answered that trust fund money can be used for this purpose. Suggested getting the remodel budget finalized. Schreier thought that a wash bay and the details that go with it isn't something that should slow down the process that it could maybe added later. Newman preferred to have the cost and money for bus washing, but that could be put in 2023 grant. Anderson asked what effect on operation it would have to hold off. Newman answered that in the summer we would just take them to the car wash. Because of cold weather they don't get wash often in winter. Schreier would like to see a finalizes appraisal that could be sent Wisconsin DOT. Radtke questioned if the appraisal that was done would be useable for state purposes. Richmond suggested that Newman clarify with DOT. Anderson asked once Newman got answers to the questions asked in this meeting would it possible to meet earlier because of the timing of building being sold. Everyone said if they could attend via zoom.

DISCUSSION AND POSSIBLE ACTION ON ACTUAL VS. BUDGET THROUGH DECEMBER: Not all expenses are in as of yet. When they are expense will be closer to \$600,000.00. Third quarter reimbursement was approved for \$124,777.00. Fried ask Newman if there was any money used OVTC line of credit the answer being no.

DISCUSSION AND POSSIBLE ACTION ON TRANSIT MANAGER POSITION: Fried is prepared to vote Newman made Transit Manager today. Radtke thinks Newman is doing a good job, still thinks a trial period is need. Winquist not in favor of a longer trial period. Richmond stated she thinks Newman has been doing the job longer than when she was given the interim title. Newman has been getting out and meeting riders and people from other agencies and deserves the job. Rideout and Gottsacker indicated Newman was doing a great job had a grasp of the budget and would approve Newman's hire. When asked by Anderson about the position and if she wanted it, she said she did. Newman stated that she believes in what we do. That transit is a challenge not only during a pandemic but any time. There is the challenge of purchasing a building and budget concerns. I've made new friends I believe we make a difference; I truly like this job. Motion by Fried to fill full time position of Transit Manager with Newman. Second by Winquist. All ayes. Discussion turned to salary. What it should be as the confirm Transit Manager compared to Interim Manager. Radtke mention he thought that the executive committee should discuss salary. Schreier mention that the committee was meeting at the end of March to evaluate Transit Manager position. Fried motion that Newman's salary continue as is until after evaluation. Second by Anderson passed all ayes.

2022 PROPOSED BUDGET: Newman pointed out the gray shaded area on page two of the 2022 proposed budget. After working with all agencies, the figures have been updated and reflect more accurate picture of the 2022 budget. Schrier motion that the budget be approved in this format. Second by Fried. Passed all ayes.

BUS ANNUAL/CONDITION/REPAIR REPORT: Nothing out of the ordinary. Buses N-7 and N-12 are at the milage they can be disposed of. N-7 will be put up for auction. N-12 will continue as the Land O Lakes Food Pantry bus. There are 15 total buses being used on a regular basis. Two of those bus is held in reserve to put into place any bus out for repairs/maintenance. It was requested that a line be add to report where the buses are kept.

RIDERSHIP REPORT: Ridership is stable at pandemic numbers but has not come up to prepandemic levels. Schrier asked if there was a way to track if one person is riding 100 time as opposed to 100 different individuals. There is no easy way with our program.

LIST OF 2022 MEETINGS: Anderson thanked Richmond for making the reservation for the conference room. No other commits.

PAID EXPENSE VOUCHERS: Radtke asked that vouchers be e-mail to him.

DRIVER SHORTAGE: Hired two new drivers to replace two driver who have or are retiring.

NEWMAN VACATION REQUEST: Fried motion to approve Newman vacation Marsh 11-18, 2022. Second Schrier. Passed all ayes.

FUTURE AGENDA ITEMS: Office Manager Position.

LETTERS AND COMMUNICATIONS: After talking to other department heads Northwoods Transit will no longer offer paid time off for Covid – 19 symptoms.

NEXT MEETING: February 24, 2022. 9:00 A.M. Vilas County Courthouse, Conference Room B at 330 Court Street, Eagle River, WI.

ADJOURNMENT: 10:30 A.M.

Submitted by: Brian Moore, Interim Office Manager.

Brian Moore

Northwoods Transit Connection.