

**JOINT MEETING OF ADMINISTRATION COMMITTEE/LABOR RELATIONS & EMPLOYEE
SERVICES COMMITTEE
November 18, 2019
Minutes**

Committee members present: Chairman Dave Hintz, Robb Jensen, Bob Mott and Billy Fried.
Excused Absent: Ted Cushing

Call to order: Chairman Hintz called the meeting to order at 9:30 a.m. in Committee Room Two of the Oneida County Courthouse. The meeting has been properly posted and mailed in accordance with the Wisconsin Open Meeting law and the facility is handicap accessible.

Approve agenda: Motion by Mott/Fried to approve today's agenda with the order of items at the Chair's discretion. All aye; motion carried.

Approve minutes: Motion by Fried/Mott to approve the minutes of 11/4/2019 with changes as discussed. All aye; motion carried.

Transit Commission Update

- a. Follow-up and Update of Audit Issues
- b. Financial and Operational Update
- c. Concerns of Private Carrier

Roger Youngren, Transit Director, was present. Hintz that a letter was issued to Mr. Teichmiller asking for his cooperation with a review. Hintz gave a copy of the letter sent to Teichmiller, a copy of the letter received from Mr. Teichmiller's attorney and the response to Mr. Teichmiller. Youngren reported that they are pursuing another facility at this time. Discussion regarding the need for a new facility. Youngren reported that the Transit has been looking at making changes to internal reviews to address other concerns of the audit. Youngren reported that they placed an order for three new buses and they will be receiving funding from the state to cover the majority of the purchase price. The transit share of the purchase is \$42,000 and they have that money available. Hintz questioned the ridership on the buses and the cost. Youngren reported that the metrix for transit to determine effectiveness is to look at passenger trips divided by revenue hours. Youngren reported that they provided 2.42 rides per revenue hour in 2017. Discussion regarding ridership numbers by route. Youngren reported that they were in the black in 2018 by \$6600 and he anticipates being in the black in 2019. Youngren reported that they are approximately \$86,000 under budget for 2019. Youngren reported that they if they are able to purchase a building they could receive a 90/10 grant to cover the majority of the cost of the purchase. Discussion regarding ridership, comparing to other transit commissions and the purpose of the transit commission. Hintz reported that Billy Fried, Tom Wiensch and Hintz met with StarGazer Limousine & Ride Service regarding concerns about the Transit Commission providing service to private events. Discussion regarding the concerns expressed by StarGazer. Youngren acknowledged that there was an error made in providing transit for a private event and he has met with StarGazer to discuss the error and make changes in the future. Fried would like to see the committee express concerns to Schreier and Mott in the future and let the County Board representatives get the answers to future concerns.

Insurance Proposals – Hintz reported that the Committee made a decision to seek proposals for insurance this year. Hintz reported that Ted Cushing, Lisa Charbarneau and Hintz all sit on various committees of Wisconsin County Mutual. Discussion regarding the County Mutual committee process. Hintz reported that Cushing and Hintz will abstain from voting due to their involvement on

the WCM Committees. Eric Zauner and Bill Evans from Robertson Ryan were present. John Dirkse, Wisconsin County Mutual general administrator was present.

Wisconsin County Mutual – John Dirkse gave the proposal for Wisconsin County Mutual insurance. Dirkse gave an explanation of the package credits for WCM and gave a history of WCM. Dirkse gave an overview of the Worker's comp premium cost and gave an explanation of their dividend amounts. Dirkse explained the property insurance and automobile insurance policies and premiums. Dirkse gave the equipment breakdown coverage and the crime proposal.

Robertson Ryan & Associates – Eric Zauner and Bill Evans gave an overview of Robertson Ryan & Associates. Evans gave an overview of the service provided by Robertson Ryan & Associates. Evans and Zauner gave an overview of the premiums for Boiler & Machinery, Property Insurance, Auto Physical Damage, Worker's Compensation, Crime Policy, and Volunteer accident. Discussion regarding the difference between Robertson Ryan & Associates versus Wisconsin County Mutual.

Hintz stated that he believes the next step would be to have the Risk Assessor look at the two policies and compare the differences.

Multifunction Printer replacement – Hartman presented two options for a new copier that would save approximately 50% of copy costs for departments that use the Xerox machine. Discussion regarding the costs of the machine. The committee would like to see purchase versus lease options and analysis brought to the next meeting.

Capital Improvement Projects Approval and Funding – Hintz stated that he would like to see the CIP team reconvene and come up with a list of projects that need to be done, a brief paragraph explaining the projects and the costs associated with them. Once that list is created the Administration Committee would look at financing options and determine how to move forward. Discussion regarding when this would need to be completed.

Public comment/communications – None

Dates and items for future agenda/meetings – Capital Improvement Projects

Adjourn – Hintz adjourned the meeting at 1:19 p.m.

Respectfully submitted,

Tracy Hartman, Recording Secretary
Oneida County Clerk

David Hintz, Chair