

## **ONEIDA-VILAS TRANSIT COMMISSION (OVTC) MINUTES**

**July 2, 2020**

**ATTENDANCE:** Bob Mott, Steven Schreier, Chuck Hayes, Fred Radtke and Milt Klingsporn. Absent Vern Wiggerhauser. Others Present: Roger Youngren, Transit Manager; Joel Gottsaker, Interim Director ADRC Oneida County; Steven Sorenson; Dale Ayers; Gale Ayers and by phone Sue Richmond, Director ADRC of Vilas County;.

**CALL TO ORDER:** Schreier called the meeting to order at 9:01 a.m. the Health & ADRC Building at 100 W. Keenan St., 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 Radtke to approve Agenda in any order as per the chair with a second by Klingsporn. All ayes. Motion Carried.

**APPROVAL OF THE MINUTES:** Motion by Hayes to approve Minutes of May 29, 2020. Second by Radtke. All ayes. Motion Carried.

**PUBLIC COMMENTS:** None

**BOARD REPLACEMENT FOR ED HAMMER:** A citizen member from the ADRC board was interested in the OVTC citizen member position. OVTC charter states a replacement shall be within 60 days of the loss of seat. The ADRC of Oneida County has an application and a press release seeking citizen members. Motion by Radtke that the Oneida County Board appoint a citizen member at its next scheduled meeting. Second by Hayes. All ayes. Motion carried. The Transit Manager will post a press release to make the position know and forward citizen applications to the Oneida County Board chair.

**SEATBELT AND FACE COVERING POLICY:** The seatbelt policy went into effect June 1<sup>st</sup> and the face covering policy went into effect June 8<sup>th</sup>. It was noted that other business in Oneida and Vilas Counties require face masks.

**ADRC'S UPDATE:** Gottsaker and Richmond had a telephone conference with Chad Reuter and John Swissler of the Wisconsin Department of Transportation (WisDOT) regarding their 85.21 grant money. Gottsaker explained that the county match levy money must be spent this year in order to receive the full grant. He suggested to use the county match levy money for the recent purchase of buses. General discussion on what to do with the money that was donated for the bus purchases. Oneida County has \$21,080 county match levy money and Vilas County as \$19,00 county match levy money. Both ADRC's kept some grant money to run their volunteer transportation programs. Discussed if any of this money can be used to pay back the loan from both counties. Transit manager to meet with Oneida County and Vilas County Finance Directors to work on a loan repayment schedule. Most counties are putting money into their transit. Transit Manager to reach out to Teichmiller to ask donors how to use their donations if the 85.21 grant money is used for recent bus purchase. Transit Manager to put all options on paper for the Executive Committee meeting.

**DRIVER COMPLIMENTS:** Last month OVTC received compliments for Dahlvig, Knauer and Worthen.

BUDGET VS. ACTUAL: Under budget for all revenue and expenses. Due to COVID-19 safety concerns OVTC still not charging for fares. Headwaters Inc has a few clients returning, but none of the Headwater's routes have been reinstated. Salary and fringe benefits are under budget with a few drivers still on lay-off. BART gave OTVC a cash box, but it is out of date. Transit Manager looking at a less complicated cash box.

2020 RIDERSHIP NUMBERS: May almost exactly the same as April ridership. Getting busier in June and will see an uptick in rides.

Closed session: Schreier read a) Commission to convene into closed session per Wisconsin State Statutes 19.85(1)(c), 19.85(1)(f), and 19.85(1)(g) to discuss with Legal Counsel strategies related to recent information related to the operation of the transit services, the investment of public funds, the possible employment of assistance from outside entity and accounting procedures related to the same. b) Commission to convene into closed session per Wisconsin State Statutes 19.85(1)(c), to: consider employment, promotion, compensation or performance evaluation data of a public employee over which this body has jurisdiction or responsibility (Topics – Drivers disciplinary action).

Roll call vote Radtke/aye, Schreier/aye, Klingsporn/aye Hayes/aye and Mott/aye at 11:15 a.m.

Motion by Hayes with a second by Klingsporn to return to open session at 12:23 p.m.

Motion by Radtke move to hire Legal Counsel to address recent information related to the operation of the transit services, the investment of public funds, the possible employment of assistance from outside entity and accounting procedures related to the same. Second by Mott. Roll call vote: Mott/aye, Hayes/aye, Radtke/aye, Schreier/aye, and Klingsporn/aye. All ayes motion carried.

Motion by Hayes with a second by Klingsporn move to confirm the transit manager's actions on the disciplinary action of an employee. 4 aye and 1 nay motion carried.

NEXT MEETING DATE: Friday, August 28, 2020 at 9:00 a.m.

Meeting was adjourned at 12:35 p.m.

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

Respectfully submitted by:

Barbara Newman  
Office Manager