

## **FOREST-ONEIDA-VILAS TRANSIT COMMISSION MINUTES**

**September 30, 2015**

*ATTENDANCE:* Bill Freudenberg, Bob Mott, Ed Hammer, Fred Radtke, Erv Teichmiller and Chuck Hayes. Also present were Dianne Jacobson.

*CALL TO ORDER:* Teichmiller called the meeting to order at 8:15 a.m. at the Health & Aging Building 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:* Hammer made a motion to approve Agenda in any order as per the chair with a second by Mott. Motion Carried.

*CLOSED SESSION:* There was a motion by Hayes with a second by Hammer to go into Closed Session pursuant to 19.85(1)(c) Wis.Stats. to consider employment, promotion, compensation or performance evaluation data of an employee. Topic: Transit Manager hiring.

Roll call vote taken: Freudenberg: Aye, Mott: Aye, Hammer: Aye, Radtke: Aye, Hayes: Aye and Teichmiller: Aye. Motion carried. Committee went into closed session at 8:20 a.m.

Staff present in closed session: Jacobson

*RETURN TO OPEN SESSION:* Motion by Freudenberg to return to open session with a second by Radtke. Roll call vote taken Freudenberg: Aye, Mott: Aye, Hammer: Aye, Radtke: Aye, Hayes: Aye and Teichmiller: Aye. Motion carried. Committee returned to open session at 10:55 am. There was no action taken in closed session.

*FISCAL AGENT:* Jacobson presented written proposals from three Accounting firms: Anderson-Metz, Wipfli LLP and Northland CPAs. Motion by Hammer to accept the proposal from Anderson-Metz with a second from Mott. Motion carried.

*LEGAL ISSUES:* Freudenberg will follow-up with BART regarding their legal counsel. Teichmiller reported on his discussion with LBS Insurance regarding coverage for the members of the Transit Commission. Motion by Hammer to approve Teichmiller to secure the proper insurance coverage for both the Transit Commission for route operation and Transit Commission members from LBS Insurance Group with a second from Mott. Motion carried.

*TRANSIT PROJECTS:* Jacobson reported that she has a document from Oneida Corp Counsel and will be proceeding with getting 3 signatures needed from the Lakeland Retirement Foundation to void the current 2015 contract so Oneida County can proceed with an agreement with Headwaters, Inc to take over the Lakeland Van service on or before October 15, 2015.

Vilas County is also proceeding with the necessary paperwork to start the new route from Eagle River to the Lakeland area 3 days per week. A document will also have to be signed between the Transit Commission and the Oneida County Dept on Aging and the Vilas County Commission on Aging prior to starting these 2 routes. County Corp Counsel will draft those documents.

*OFFICE LOCATION:* Written proposal from Headwaters, Inc dated September 30, 2015 to provide office space, furnishings, telephone service, etc... for a monthly rent of \$500. Motion by Hammer to accept the proposal from Headwaters, Inc and request a lease agreement with a

start date when the Transit Commission Manager starts employment with a second from Hayes. Motion carried.

For the next Agenda: Closed Session for Transit Manager selection, legal issues, transit projects, etc...

**Next Meeting will be Friday, October 9, 2015, at 8:30 a.m. in Rhinelander.**

There was a motion by Hammer with a second by Freudenberg to adjourn the meeting at 11:15 am.

Respectfully submitted by:

Dianne Jacobson, Director  
Oneida County Department on Aging