

## **ONEIDA-VILAS TRANSIT COMMISSION**

**September 28, 2016**

**ATTENDANCE:** Erv Teichmiller, Bob Mott, Charles Hayes, Fred Radtke. Ed Hammer via telephone. Absent Bill Freudenberg. Also present: Sue Richmond, Dianne Jacobson and Jim Altenburg. Daleth Mountjoy from the Northwoods River News

**CALL TO ORDER:** Teichmiller called the meeting to order at 1:03 p.m. at the Transit Commission office 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:** Motion by Mott to approve Agenda in any order as per the chair with a second by Hayes. Motion Carried.

**APPROVAL OF MINUTES FROM September 9, 2016:** Motion by Mott to approve minutes second by Radtke. Motion Carried.

**PUBLIC COMMENT:** None

**CMHS DONATION:** the Community Mental Health Foundation would like to make a donation to purchase a van. It can be used for small groups, single transport or temporary replacement when a vehicle is down. Motion made by Mott to accept \$18250 from the Community Mental Health Foundation for the purchase of a 2013 Chevrolet G2500. Second by Radtke. Motion carried. The purchase price is \$17250 and the addition funds to be used for graphics and tires.

**VAN PURCHASE:** Motion by Radtke to purchase a 2013 Chevrolet G2500 from Wehrs Chevrolet for \$17250. Transit manager stated that it would be under our insurance as of pick up date.

**HIRE DISPATCH STAFF:** Executive Committee discussed the need for a dispatcher. Transit manager said the office averages 80 to 85 calls per day. Additional computer equipment needed for new employee. Advertisements to be placed in area newspapers. Motion by Hayes to hire a half-time dispatcher at a salary range of \$12.50 to \$13.50 per hour. Second by Radtke. Motion carried.

**SPACE RENTAL:** Need more office space with the addition of dispatch person. Suite 7 is available in the same building for a cost of \$750 per month. Anticipate cost of move to \$500 or less. Motion by Hayes to move to new location. Second by Hammer. Motion carried. Discussed space rental for buses. At this time inside the Oneida County shop 3 buses are being housed. Vilas County shop has 3 buses, but all are outside. It's important to keep the buses inside and out of the weather plus able to do preventative maintenance.

**KALMAR BUS RENTAL:** The Transit Manager had a preliminary talk with the Kalmar Center regarding leasing their 2 buses and garage space. The Kalmar Center has a 2014 12 passenger bus with 12,000 miles and a 2006 12 passenger bus with 48,000 miles. Kalmar have monthly programs that they would like us to drive for them. Negotiations of \$500 per month for the

buses for one-year with a buyout at the end of the lease. \$200 per month for the garage rental. The garage is heated and utilities are included in the rent. The commission would like an inspection by a qualified mechanic. Transit manager suggestion pulling oils and fluids for testing. Consensus for the lease agreement, but will require board vote at a later date.

TRANSIT MANAGER: Headwaters has a bus down and we are running their route for \$85 per day. October 31<sup>st</sup>, Headwaters will be turning the Pine Lake route over to us along with a 2010 bus. There are 15 passengers on the route, but all don't ride daily.

The board would like a list of inventory that includes age, mileage and repairs. Maintenance and repairs are pass through from Oneida County to the Transit Commission

Transit manager still working on trip pay. Drive might perform normally hourly duties while on trip.

Drivers limited to the number of hours they can drive per day. If there is a trip to Milwaukee and back in the same day we might need two drivers.

Next State installment of funds should be soon. Federal funds have been disbursed to the State of Wisconsin for distribution. First quarter funds should be here soon.

Clarification of 80/20 match. The 20% will come from the Transit Commission not the counties.

STATE REVIEW: Review results are just a draft. Results in four to six weeks. Transit Commission submitted requested documents on September 28, 2016. Reviews said that they were here to makes us better not to shut us down. The board asked if we could invite someone from the North Central Wisconsin Regional Planning Commission for a board meeting.

**Next Meeting Thursday, October 13, 2016 8:30 a.m. at 1831 N. Stevens Street, Rhinelander.  
Executive Board Meeting Monday, October 3, 2016 8:00 a.m. at 1831 N. Stevens Street,  
Rhinelander**

Motion by Hayes, second by Mott. Meeting adjourned at 2:15 am.

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

Respectfully submitted by:

Barb Newman, Office Manager  
Oneida-Vilas Transit Commission