

FOREST-ONEIDA-VILAS TRANSIT COMMISSION MINUTES

October 15, 2015

ATTENDANCE: Bill Freudenberg, Ed Hammer, Chuck Hayes, Fred Radtke and Erv Teichmiller. Absent: Bob Mott. Also present were Dianne Jacobson and Susan Richmond. Guest: Brian Jopek, Lakeland Times.

CALL TO ORDER: Teichmiller called the meeting to order at 8:00 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 Freudenberg. Motion Carried.

APPROVAL OF MINUTES: Freudenberg made a motion to approve the Minutes of October 9, 2015 with a second by Hammer. Motion Carried.

CLOSED SESSION: There was a motion by Freudenberg with a second by Hayes 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, Hammer: Aye, Hayes: Aye, Radtke: Aye and Teichmiller: Aye. Motion carried. Committee went into closed session at 8:04 a.m.

Staff present in closed session: Jacobson and Richmond.

RETURN TO OPEN SESSION: Motion by Freudenberg to return to open session with a second by Hayes. Roll call taken Freudenberg: Aye, Hayes: Aye, Hammer: Aye, Radtke: Aye and Teichmiller: Aye. Motion carried. Committee returned to open session at 8:55 am.

There was a motion by Hayes with a second by Hammer to authorize the chairman to offer an employment agreement to the top candidate. Motion Carried.

TRANSIT CHARTER: Jacobson stated that Forest County Commission on Aging met and have approved the invoice from the Transit Commission. Teichmiller stated that once this is paid, both Vilas and Oneida will take the revised Charter to their respective County Boards for approval in November.

INSURANCE COVERAGE: Teichmiller stated that West Bend Mutual has sent an invoice for the property liability and commercial general liability insurance in the amount of \$351.00. This will also cover anyone entering the building. There was a motion by Hayes with a second by Freudenberg to approve the \$351.00 invoice. Motion Carried.

Teichmiller stated that the Errors and Omissions policy came in over \$3000.00. He felt it was because we are an extension of the County and no agency wants to cover that. BART does not have Errors and Omissions for their Board members. Teichmiller has not heard back from Corporation Counsels yet to see if they felt we needed this policy. Teichmiller stated that since we are contracting with the Commission on Agings, Board members were appointed by the County Board Chair that we should be ok. Hammer stated that maybe we could check with an

attorney to make sure that the Transit is covered. Jacobson will check with Oneida County's Finance Director on insurance risk.

TRANSIT PROJECTS: Jacobson stated that we are very close to having a Contract completed with Headwaters and Phelps Seniors. Lakeland Retirement Foundation will operate until October 30. As it looks now, we are aiming for the two Projects to start running on November 2, 2015. Richmond stated that the Library had contacted Eagle River Transport to see if we could pick up library patrons at the old location and take them to the temporary location while they are rebuilding. They have many patrons that come every week to the library because they could walk over to the library and now that the temporary location is further away, they would need a transport. Richmond stated she felt this could be another project for the Transit Commission.

TRANSIT MANAGER OFFICE: There will be a written Lease from Headwaters by the next meeting. Hammer was asked to go to Headwaters to pick out a desk and make sure the space is ready to move in for the new Transit Manager.

Next Meeting will be October 23, 2015, at 8:00 a.m. in Rhinelander.

For the next Agenda:

- Personnel Policy: Teichmiller will get a copy of the ADRC policy and Freudenberg will get a copy of BART policy.
- Agreements for November 2, 2015 launch
- Lease Agreement for Office Space

There was a motion by Hayes with a second by Hammer to adjourn the meeting at 9:17am.

Respectfully submitted by:

Susan Richmond, Director
Vilas County Commission on Aging