

# **AMENDED ONEIDA VILAS TRANSIT COMMISSION (OVTC)**

## **NOTICE OF BUILDING COMMITTEE MEETING & AGENDA**

Notice is hereby given that the Ad Hoc Building Committee of the Oneida and Vilas Transit Commission a legally organized independent governmental body will hold a meeting as indicated on the date, at the time, and location given below.

**COMMITTEE:** Oneida and Vilas Transit Commission Building Committee

**PLACE:** Vilas County Courthouse, Conference Room B at 330 Court St.,  
Eagle River, Wisconsin 54521

**Date:** Tuesday, April 25, 2023

**Time:** 2:00 P.M.

**Committee members and members of the public may attend this meeting remotely utilizing the Conference Call instructions below:**

1. Please dial +1 312 626 6799
2. Zoom Meeting ID: 817 5670 2715
3. When prompted enter Passcode: 425820
4. Important: **Mute your phone unless speaking**

Zoom is being offered as a convenience for this meeting. If Zoom functionality drops, the meeting will continue in person at the location listed above subject to committee quorum.

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**AGENDA: All agenda items to be considered as discussion/decision items.**

1. Call meeting to order.
2. Establish a Quorum.
3. Approve the Minutes of the September 21, 2022, meeting.
4. Approve the agenda to be discussed in any order by the Chair.
5. Public Comments.
6. Discussion and possible action on a recommendation to the OVTC board for amending the 2023 PTAP application to include an architectural and engineering grant.
7. Discussion and possible action to make a recommendation to the OVTC board regarding space needs analysis, design, and engineering.
8. Items for future agendas.
9. Letters and Communications – no discussion or action will occur.
10. Next Meeting Date and Time.
11. Adjournment.

The Building Committee is to seek ideas which may or may not be relayed to the Oneida Vilas Transit Commission. The committee will not make any decisions that will be held as a fact but only ideas. If the committee concludes that if an idea should be brought to the Oneida Vilas Transit Commission a notice will be noted on the Oneida Vilas Transit Commission agenda as a statement from the Building Committee.

Notice of Posting: Time: 9:30 A.M. Date: April 18, 2023 Place: Vilas and Oneida County Courthouses and [www.northwoodstransit.org](http://www.northwoodstransit.org)

Richard Logan, Transit Commission Building Committee Chair. Notice posted by Barb Newman, Transit Manager, Northwoods Transit Connections. Additional information on a specific agenda item may be obtained by contacting the person who posted this notice at 715-420-0585.

News Media Notified by Email Time 9:30 A.M. Date: April 18, 2023

Northwoods River News	Lakeland Times	North Star Journal	Tomahawk Leader
WJFVTV-Channel 12	WHDG Radio	WXPR Radio	WPEG.net Television Network
WLSL-FM 93.7	Vilas County New-Review		

Notice is hereby given that pursuant to the American with Disabilities Act reasonable accommodations will be provided for qualified individuals with disabilities upon request. Please call Northwoods Transit Connections 715-420-0585 with specific information on your request allowing for adequate time to respond to your request. See reverse side off this notice for specific compliance checklist with the Wisconsin Open Meeting Law.

#### GENERAL REQUIREMENTS:

1. Must be held in a location which is reasonably accessible to the public.
2. Must be open to all members of the public unless the law specifically provides otherwise.

#### NOTICE REQUIREMENTS:

1. In addition to any requirements set forth below, notice must also be in compliance with any other specific statute.
2. Chief presiding officer or his/her designee must give notice to the official newspaper and to any members of the news media likely to give notice to the public.

#### MANNER OF NOTICE:

Date, time, place and subject matter, including subject matter to be considered in a closed session, must be provided in a manner and form reasonably likely to apprise members of the public and news media.

#### TIME FOR NOTICE:

1. Normally, a minimum of 24 hours prior to the commencement of the meeting.
2. No less than 2 hours prior to the meeting if the presiding officer establishes there is good cause that such notice is impossible or impractical.
3. Separate notice for each meeting of the governmental body must be given.

#### EXEMPTIONS FOR COMMITTEES & SUBUNITS

Legally constituted sub-units of a parent governmental body may conduct a meeting during the recess or immediately after the lawful setting to act or deliberate upon the subject which was the subject of the meeting, provided the presiding officer publicly announces the time, place and subject matter of the sub-unit meeting in advance of the meeting of the parent governmental body.

#### PROCEDURE FOR GOING INTO CLOSED SESSION:

1. Motion must be made, seconded and carried by roll call majority vote and recorded in the minutes.
2. If motion is carried, chief presiding officer must advise those attending the meeting of the nature of the business to be conducted in the closed session, and the

specific statutory exemption under which the closed session is authorized.

#### SYNOPSIS OF STATUTORY EXEMPTIONS UNDER WHICH CLOSED SESSIONS ARE PERMITTED:

1. Concerning a case which was the subject of a Judicial or quasi-judicial trial before this governmental body Sec. 19.85(1)(a)
2. Considering dismissal, demotion or discipline of any public employee or the investigation of charges against such person and the taking of formal

action on any such matter; provided that the person is given actual notice of any evidentiary hearing which may be held prior to final action being taken and of any meeting at which final action is taken. The person under consideration must be advised of his/her right that the evidentiary hearing be held in open session and the notice of the meeting must state the same. Sec. 19.85(1)(b).

3. Considering employment, promotion, compensation or performance evaluation data of any public employee over which this body has jurisdiction or responsibility. Sec.19.85(1)(c).

4. Considering strategy for crime detection or prevention. Sec. 19.85(1)(d).

5. Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business whenever competitive or bargaining reasons require a closed session. Sec. 19.85(1)(e).

6. Considering financial, medical, social or personal histories or disciplinary data of specific person, preliminary consideration of specific personnel problems or the investigation of specific charges, which, if discussed in public, would likely have a substantial adverse effect on the reputation of the person referred to in such data. Sec.19.85(1)(f), except where paragraph 2 applies.

7. Conferring with legal counsel concerning strategy to be adopted by the governmental body with respect to litigation in which it is or is likely to become involved. Sec. 19.85(1)(g).

8. Considering a request for advice from any applicable ethics board. Sec. 19.85(1)(h).

PLEASE REFER TO CURRENT STATUTE SECTION 19.85 FOR FULL TEXT

#### CLOSED SESSION RESTRICTIONS:

1. Must convene in open session before going into closed session.
2. May not convene in open session, then convene in closed session and thereafter reconvene in open session within twelve hours unless proper notice of this sequence was given at the same time and in the same manner as the original open meeting.
3. Final approval or ratification of a collective bargaining agreement may not be given in closed session.
4. No business may be taken up at any closed session except that which relates to matters contained in the chief presiding officer's announcement of the closed session.
5. In order for a meeting to be closed under Section 19.85(1)(f) at least one committee member would have to have actual knowledge of information which he or she reasonably believes would be likely to have a substantial adverse effect upon the reputation involved and there must be a probability that such information would be divulged. Thereafter, only that portion of the meeting where such information would be discussed can be closed. The balance of that agenda item must be held in open session.

#### BALLOTS, VOTES AND RECORDS:

1. Secret ballot is not permitted except for the election of officers of the body or unless otherwise permitted by specific statutes.
2. Except as permitted above, any member may require that the vote of each member be ascertained and recorded.
3. Motions and roll call votes must be preserved in the record and be available for public inspection.

USE OF RECORDING EQUIPMENT:

The meeting may be recorded, filmed, or photographed, provided that it does not interfere with the conduct of the meeting or the rights of the participants.

LEGAL INTERPRETATION:

1. The Wisconsin Attorney General will give advice concerning the applicability or clarification of the Open Meeting Law upon request.
2. The municipal attorney will give advice concerning the applicability or clarification of the Open Meeting Law upon request.

PENALTY:

Upon conviction, any member of a governmental body who knowingly attends a meeting held in violation of Subchapter IV, Chapter 19, Wisconsin Statutes, or who otherwise violates the said law shall be subject to forfeiture of not less than \$25.00 nor more than \$300.00 for each violation.

Prepared by Oneida County Corporation Counsel Office - 5/16/96