

ONEIDA-VILAS TRANSIT COMMISSION (OVTC) MINUTES

April 15, 2019

ATTENDANCE: Erv Teichmiller, Bob Mott, Steven Schreier, Ed Hammer and Fred Radtke.
Excused: Chuck Hayes and Milt Klingsporn. **Others Present:** Roger Youngren, Dianne Jacobson, Director ADRC of Oneida County; Sue Richmond, Director ADRC of Vilas County and Mario Koran of the Lakeland Times.

CALL TO ORDER: Teichmiller called the meeting to order at 12:00 p.m. am at the Transit Commission Building, 1831 N. Stevens Street 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 Hammer to approve Agenda in any order as per the chair with a second by Mott. All ayes. Motion Carried.

APPROVAL OF MINUTES: Motion by Mott to approve Minutes of March 22, 2019. Second by Hammer. All ayes. Motion Carried.

PUBLIC COMMENT: No one present.

TRANSIT MANAGER UPDATES:

- a) **CHARTER REVISIONS AND AUDIT:** In process and might be another two to three months to get finalized. Vilas County approved with the exception to add exact dollar amounts for borrowing. Oneida County Chair has pressed for an independent CPA audit. Transit Manager checked with WisDOT and distributed an email from Chad Reuter of WisDOT. No WisDOT or FTA money can be used for an independent audit. OVTC is also due for a WisDOT audit. Noted that OVTC was due for an audit 2018, but it was delayed due to WisDOT staffing issues. A private audit for the past four years could be \$25,000 to \$35,000. Money to pay for the audit would come from local match and it's not in the budget. Question asked by Schreier if we know of other circumstances where the WisDOT does audits for other departments. Federal rules are followed when FTA grant money exceeds \$750,000. Schreier said the email from Rueter was vague and didn't tell us anything. WisDOT is not helping by not setting an audit date. Bay Area Rural Transit (BART) has never and an independent audit in thirty years of existence. BART is not part of the county and neither is OVTC. Mott asked Oneida County Financial Director if OVTC could piggy bag with the county audit. Finance Director said we are dissimilar and gave three names of auditing firms. Transit Manger reached out to one firm and their estimate was \$25,000 to \$35,000 dollars.
- b) **OPEN RECORDS REQUEST – APRIL 8, 2019:** Transit Manager hasn't completed the request and will forward completed request to Mario Koran at the Lakeland Times.
- c) **BUS GRANT STATUS:** No authorization from either county for us to borrow money. Authorization on hold until we get an audit. OVTC received an email approving the grant and has a one and one-half year window of opportunity to purchase the buses. Need to raise the 20%.

- d) **PETCO BUILDING OPTION:** Mott is head of the County committee looking into the purchase of the Petco building. The building is 175,000 square feet. Operations done in June except for the aquarium. There is enough room for both the Oneida County Highway Department and OVTC. Mott, Youngren and other Oneida County employees did a walk-thru of the building. Oneida county would have to construct walls and have separate air exchanger for OVTC. There would need to be an inspection and appraisal done on the building. Mott unable to make a presentation without those numbers. Petco isn't providing the blueprints. Mott said that ramps and walls would have to be developed. The committee didn't find any rental comparisons. The rental price may be \$0.50 to \$1.00 per square foot. Mott said that many groups have made an anonymously inquiry. OVTC has identified our need for garage space but is the space unaffordable. Board chair asked that Mott take back to the Oneida County committee that the space is too expensive for us. OVTC will continue to look at available grants.
- e) **ACTUAL VS. BUDGET -1ST QUARTER 2019:** Youngren reported that OVTC is under budget by \$35,000 for the first quarter. He is concerned with maintenance cost for the buses. Maintenance includes replacing a transmission and a rear end. Youngren stated the price of gas went up. There is a need for new buses. Oneida County won't support a loan with out an audit. Audit cost is \$35,000 and not in the budget. The governor has recommended more money for transit. The cost of the audit would come from local match and fare revenue. There might be a loss of service resulting in fewer rides. There is \$15,000 the WisDOT held back for any audit exceptions. The board per diem and mileage is not a WisDOT reimbursable expense. How to pay for audit will be an agenda item for next month's board meeting. WisDOT may say no to a reduction of services. Suggestion to offer WisDOT audit and let the counties reject the audit if not sufficient.
- f) **RIDERSHIP NUMBERS:** Ridership numbers have increased in March over February. There is interest in the Bear Paw and Whitetail, but not much interest in the Eagle Eye route. Hammer saw a Lac du Flambeau bus south of Woodruff driving towards Lake Tomahawk on Highway 47. Suggestion to coordinate with Lac du Flambeau Transit. Included in the Rhinelander on-demand numbers are the Headwaters routes. Rhinelander has always had transit through taxis and the ADRC. It's difficult to reach all Vilas county areas due to the sparse population.

LETTER OF CREDIT FROM PEOPLES BANK TO INCREASE TO \$60,000: Originally the counties authorized OVTC to borrow up to \$100,000 as a cash flow measure when the WisDOT and FTA monies are delayed. The line of credit is crucial for cash flow. A loan for the buses is different than the line of credit. Motion by Hammer to approve an increase in the line of credit to \$60,000. Second by Radtke. All ayes. Motion carried. WisDOT grant funds a disbursed in June and September. FTA grant funds are disbursed in late fall. First quarter 2019 grant form not completed. Last year FTA paid first, second and third quarters all at once.

2017 DODGE VAN PURCHASE: WisDOT sent notification that St. Croix Chippewa Transit has a van for sale. The fair market value is \$18,294 with 18,000 miles on it. Our purchase price is 20% of the fair market value. ADRC of Vilas County has money in their trust account. Radtke made a motion to spend \$3,600 to purchase the van. Second by Schreier. All ayes. Motion carried.

ADRC of Vilas County will have approximately \$4,700 left in their trust account. Oneida County has approximately \$4,600 left in their trust account.

LETTERS AND COMMUNICATIONS: None

NEXT MEETING DATE: Commission meeting Friday, May 17, 2019 at 9:00 a.m.

Meeting was adjourned at 12:53 p.m.

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

Respectfully submitted by:

Barbara Newman
Office Manager