

## ONEIDA – VILAS COMMISSION (OVTC) MINUTES

June 23, 2022

Attendance: Marvin Anderson, Billy Fried, Moria King, Dawn Winquist, Richard Logan, Fred Radtke.

Others present: Barbara Newman Transit Manager, Sue Richman Director ADRC of Vilas County, Kelly Holm The Lakeland Times.

CALL TO ORDER: Chairman Anderson called meeting to order at 9:00 A.M. at Vilas County Court House, 330 Court Street, Conference Room C & D, Eagle River, WI. Noting that this meeting was properly posted in accordance with the Wisconsin Open Meeting Law and meets the American with Disability Act.

ESTABLISHED A QUORUM: 6 – 8 MEMBERS PRESENT.

APPROVAL OF AGENDA: All Ayes.

PUBLIC COMMENTS: None.

FACILITY AD – HOC COMMITTEE REPORT: Logan stated that they are still looking at options. Because of grant process thought that private property was unlikely that it probably be either county or city property. Winquist wondered if having the grant money be quicker because the “hoops” have already been jumped through.

DISCUSSION AND POSSIBLE ACTION ON DRIVER SHORTAGE OPTIONS AND RELATED PERSONNEL POLICY: From the last time Newman and Anderson spoke the driver hired for Rhinelander afternoon on- demand won't be working with us. Newman not sure where to look any more. Newman stated the Office Manager Moore's wife would be a good candidate to drive half of one of the vacant Headwaters routes. Newman's husband had made himself available to drive through July. Newman thought an exemption to the Related Personnel Policy would have to be made for either of these people to work for Oneida – Vilas Transit. After reading the current policy Fried motion, second by Winquist to amend Personnel Relations in the workplace policy: Exemptions be made by Oneida – Vilas Transit Commission on a case-by-case bases. Passed all Ayes. King motion and seconded by Fried to amend the original motion to state after legal opinion was sought. Passed all ayes. Discussion turned to compensation, Radtke stated that a-lot of companies give a bonus. Winquist suggested to get a salary comparison especially local provider. Richman thought that fare increases would be necessary to off set pay raises. Newman starting to have conversations with other transit managers on wages, driver shortage and fares.

DISCUSSION AND POSSIBLE ACTION ON TITLE VI UPDATE: Spoke with Becky from Wisconsin DOT some verbiage needed to be updated. Winquist motion to accept Title VI with the updates. Radtke second all Ayes.

DISCUSSION AND POSSIBLE ACTION ON DRUG AND ALCHHOL POLICY UPDATE: Radtke motion accept drug testing policy second by Logan. Winquist motion that an amendment be made that OVTC accept diluted drug test. Second by King all Ayes.

DISCUSSION AND POSSIBLE ACTION ON MAINTANANCE POLICY: Newman has established one based on Wisconsin DOT that OVTC had been following. King motion to accept policy. Seconded by Winquist. All Ayes.

DISCUSSION AND POSSIBLE ACTION ON FINANCIAL POLICY UPDATE: The current policy is one handed down by Gottsacker. King brought attention that in the policy it stated board of directors, King thought it would more accurate if it stated commission. Motion by Winquist. Second by Fried to accept policy with change from board to commission. All Ayes.

DISCUSSION AND POSSIBLE ACTION ON SAFTY MANAGEMENT POLICY: King motion that Safety policy be approved as written. Second by Fried. All Ayes.

DISCUSSION AND POSSIBLE ACTION ON DEBARMENT OR SUSPENSION OF SERVICE AND APPEAL PROCESS: King motion and seconded by Fried to accept the DOT Template as written. All Ayes.

DISCUSSION AND POSSIBLE ACTION ON 5- YEAR VEHICAL REPLACEMENT PLAN: Motion by Fried and second by King to accept the plan as written. All Ayes.

BUDGET THROUGH MAY: A budget of \$94,000 was earmarked for gas. As of this meeting \$31,000 has been spent on gas. With state reimbursement we will be right on budget. Every other category is in line with projections.

PAID VOUCHERS: Motion by Fried to Approve vouchers. Second by Wnquist. All ayes.

KERBER ROSE AUDIT: There is a draft audit that needs to be finalized. No red flags.

ITEMS FOR FUTURE AGENDAS: Driver wage. Generic comparison. Six-month Transit Manager review. There is a sheet to fill out.

LETTERS AND COMMUNICATIOS: Anderson contacted a driver about fare boxes. Driver thought that overall boxes were O.K.

NEXT MEETING DATE AND TIME: July 28, 2022, at 10:30 AM.

ADJOURNMENT: 10:13 AM.

Respectfully submitted Brian Moore, Office Manager Oneida – Vilas Transit Committee.