

VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022

MEETING:	Senior Center Advisory Committee **AMENDED**
TIME & DATE:	5:30pm, Thursday, April 16, 2015
LOCATION:	Germantown Senior Center, W162 N11960 Park Ave.. Germantown. WI 53022

- I. **CALL TO ORDER:** This meeting has been given public notice in accordance with Wisconsin Statutes, Section 19.83 and 19.84 in such form that will apprise the general public and news media of subject matter that is intended for discussion and action.
- II. **ROLL CALL:**
- III. **APPROVAL OF MINUTES:** January 22, 2015
- IV. **PUBLIC INPUT:** Please be advised per State Statute Section 19.84(2), information will be received from the public. It is the policy of this municipality that there be a three minute time period, per person, with time extensions per the Chief Presiding Officer's discretion; be further advised that there may be limited discussion on the information received, however, NO ACTION will be taken under public comments.
- V. **OLD BUSINESS:**
 - A. None
- VI. **NEW BUSINESS:**
 - A. Pool Table
 - B. Senior Transportation Program
- VII. **DIRECTOR'S REPORT:**
- VIII. **ANNOUNCEMENTS OF PUBLIC INTEREST:**
- IX. **ADJOURNMENT:**

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service please contact the Clerk's Office at (262)250-4740 at least 2 days prior to the meeting. Notice is given that a majority of the Village Board may attend this meeting to gather information about an agenda item over which they have decision making responsibility. This may constitute a meeting of the Village Board per State ex rel. Badke v. Greendale Village Board, even though the Village Board will not take formal action at this meeting.

**VILLAGE OF GERMANTOWN
SENIOR CENTER ADVISORY COMMITTEE
MEETING MINUTES
January 22, 2015**

I. CALL TO ORDER:

The meeting was called to order at 5:42pm by Park & Recreation Director Casperson.

II. ROLL CALL:

Present: Trustee Jeffery Hughes, Trustee Art Zabel, Citizen Representative Norine Janzen, Senior Club Representative Arline Flesch (arrived @ 6:02pm), Absent was Chairperson Shane Daniels;

Staff: Park & Recreation Director Justin Casperson, Senior Coordinator Katie Rodger;

Audience: Cathie McCaffrey, Pat Skarie, Richard Skarie, and Lynn Schreiner.

III. APPOINTMENT OF A PROXY FOR THE CHAIRPERSON:

Motion by Hughes and seconded by Janzen to elect Trustee Zabel as proxy chairperson. Motion carried.

IV. APPROVAL OF MINUTES:

Trustee Zabel stated that not all motions were in bolded text, suggested bolding all motions. Otherwise minutes approved pending that change. Motion carried unanimously.

V. PUBLIC INPUT:

None

VI. OLD BUSINESS:

- A. Security Camera System: Director Casperson presented three estimates for a new interior security camera system. Two of the estimates were for a wired system and one was for a wireless. Estimates were as follows:

\$10,687.00 Tyco Simplex Grinnell (wired)
\$5,892.00 MCR Services (wired)
\$8,066.00 MCR Services (wireless)

Director Casperson explained that the estimates include 6 interior cameras. These quotes do not include reconnecting the existing exterior cameras. Janzen suggested reconnecting the exterior cameras if a new systems is being put in place. Discussion was held on how the system could be observed during non-office hours. Director Casperson explained that the Senior Center would have an account with a username and password to allow access to the security system through the internet. ***Motion by Zabel and Seconded by Hughes to approve the proposal for a wired security system from MCR Services and include the reconnection of the exterior cameras. Motion carried unanimously.***

VII. NEW BUSINESS:

- A. Senior Center Accreditation: Director Casperson gave brief update on status of accreditation of the senior center. A committee of seniors and staff has been assembled. Casperson and Rodger will take the lead on this project and have the accreditation committee review it first, after which it will be presented to the Senior Center Advisory

Committee. Once everything is complete Casperson and Rodger will present it to the Wisconsin Association of Senior Centers.

- B. Senior Center Usage Fees: Senior Coordinator Rodger presented the results of a survey conducted of Senior Centers in Wisconsin regarding their policies on facility usage. It had been previously discussed to charge all non-residents a fee to use the senior center. Senior Coordinator Rodger also provided some statistics on non-resident usage of the senior center. According to figures collected non-residents make up approximately 13% of the seniors who use the center. Discussion was held on current policy for residents and non-residents using the senior center. ***Motion by Hughes and seconded by Janzen to keep the use of the Senior Center free and not charge a separate non-resident fee and it would be the Park and Recreation Director's discretion to charge a non-resident fee for any senior recreation programs. Motion carried unanimously.***

VIII. DIRECTOR'S REPORT:

Upcoming advisory board meetings are scheduled for April 23, July 23, Oct. 22.

IX. ANNOUNCEMENTS OF PUBLIC INTEREST:

Paczki are Tuesday, February 17th. The committee has been invited and welcomed to join us.

X. ADJOURNMENT:

Trustee Zabel adjourned the meeting at 6:26pm.

Respectfully Submitted: Katie Roger



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Germantown, Wisconsin 53022-0337

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SENIOR CENTER ADVISORY COMMITTEE

MEETING DATE: April 16, 2015

AGENDA ITEM: New Business

ITEM TITLE: Pool Table

FROM: Justin Casperson, Park & Recreation Director

SUMMARY:

In 2008 Village purchased a C.L. Bailey 8' Addison Pool Table for \$1,395.00 for the Senior Center addition. The pool table was placed at its current location in the multi-purpose room. The pool table is available for use Monday through Friday from 8:00 a.m. to 4:30 p.m. The only time the pool table is not available is when other activities are scheduled in the multi-purpose room.

The table below depicts the usage of the free amenities offered at the Senior Center. The pool table has been traditionally the lowest used amenity at the Center, however in the last two years usage has increased because of the dedication of a few people.

Year	Pool Table	Computer Room	Exercise Room
2009	52	313	945
2010	48	349	1,115
2011	-	-	-
2012	8	230	971
2013	145	193	1,275
2014	146	208	1,736

Unlike the computer room and exercise room, the multi-purpose room shares the space with other activities. The south half of the multi-purpose room is unusable for other activities because of the size and weight of the pool table, leaving the room underutilized. Below is a breakdown of activities that are held in the other rooms on a daily basis.

Rooms	Monday	Tuesday	Wednesday	Thursday	Friday	Total
Multipurpose	0	2	0	1	0	3
Dining	2	2	1	1	1	7
Wood Floor	1	2	1	2	1	7
Carpet	1	2	1	2	2	8

Due to this underutilization it has recently been discussed if keeping the pool table is the best use of space and in the best interest of the center. The pool table is currently immobile and occupies approximately half of the multipurpose room. With additional space in the multi-purpose room, additional classes and activities could be offered. Measurements have been taken and there are no other available rooms in the senior center that can accommodate the large amenity.

RECOMMENDATION:

1. Leave the table at its current location & continue to work around it.
2. Put the pool table on casters so it is mobile, however this option proposes an additional question: Will a reasonable person be able to move the table?
3. Sell the table and use the proceeds to purchase additional tables and chairs.



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SENIOR CENTER ADVISORY COMMITTEE

MEETING DATE: April 16, 2015

AGENDA ITEM: New Business

ITEM TITLE: Senior Transportation Program

FROM: Katie Rodger, Senior Coordinator

SUMMARY:

The purpose of this agenda item is to keep the Committee informed on the senior transportation replacement program and review and possibly update the senior transportation program's policies and fees.

The Senior Center started the transportation program in 1998 to help keep Germantown seniors healthy, active, happy and independent. Volunteer drivers transport seniors from their home to various destinations in the area. Seniors pay a nominal fee for rides within a 20 mile radius. The money collected is deposited into a senior transportation replacement fund that has a current balance of \$19,100. Two vehicles were purchased in 2008; a 2007 Dodge Grand Caravan Magnus and a 2008 Dodge Charger. As the vehicles get older it makes sense to evaluate replacement costs. It will cost \$42,000 to replace the Dodge Caravan at today's costs. At the current rate of the replacement program, the Dodge Caravan van will be 17 years old when replaced. The transportation fees have not changed since its inception in 1998 and ridership has decreased by 36% from 2010 (from 2,824 to 1,805).

Looking toward the future and trying to stay current with increasing expenses and decreasing riders, what steps should be made to cover replacement vehicle costs? Enclosed you will find the table depicting the various transportation services provided in the Washington and Ozaukee counties and the possible fee options.

RECOMMENDATIONS:

1. Use the current fee schedule and increase fees.
2. Use the current fee schedule and do not increase fees.
3. Change the current fee schedule and increase fees.

*Enclosure: Transportation Service Directory for Washington and Ozaukee Counties Table
Senior Transportation Policies and Procedures*

Transportation Service Directory for Washington and Ozaukee Counties Table

<u>PROVIDER</u>	<u>2009 RATES</u>	<u>2014 RATES</u>
A-Taxi		\$2.20 per mile + Pick up charge
Cedarburg Senior Center	\$1.00 - \$5.00	\$1.00 - \$5.00
City of West Bend Taxi	\$2.50	\$3.00
Community Memorial Hospital	\$3.00 - \$6.00	\$3.00 - \$6.00
Germantown Senior Van	\$1.00 - \$3.50	\$1.00 - \$3.50
Hartford City Taxi	\$2.50	\$2.75
Interfaith Caregivers	Free	Free
Ozaukee Family Services	Free	Free
Ozaukee County Shared-Ride	\$2.25 - \$5.25	\$2.50 - \$5.50
Ozaukee County Commuter Express	\$1.50	\$1.60
Washington County Commuter Express	\$3.25	\$3.75
Washington County Shared-Ride	\$2.25 - \$5.50	\$2.50 - \$5.75

Germantown Transportation Fee Schedule (Current)

	<u>RESIDENT</u>	<u>NON-RESIDENT</u>
5.0 miles or less	\$1.00	\$1.25
5.1 to 10 miles	\$1.50	\$1.75
10.1 to 15.0 miles	\$2.50	\$2.75
15.1 to 20.0 miles	\$3.50	\$3.75

Current Germantown Transportation Fee Schedule (Option #1)

	<u>RESIDENT</u>	<u>NON-RESIDENT</u>
5.0 miles or less	\$1.50	\$2.50
5.1 to 10 miles	\$2.50	\$3.50
10.1 to 15.0 miles	\$3.50	\$4.50
15.1 to 20.0 miles	\$4.50	\$5.50

Current Germantown Transportation Fee Schedule (Option #2)

	<u>RESIDENT</u>	<u>NON-RESIDENT</u>
Within Village limits	\$2.00	NA
Outside Germantown boundaries	\$3.00	\$4.00

VILLAGE OF GERMANTOWN SENIOR TRANSPORTATION PROGRAM

MISSION STATEMENT: To provide transportation to help keep the Elderly in our community healthy, active, happy and independent.

ELIGIBILITY: Persons are eligible for the Senior Van Program if: They are 60 years or older. Any person 60 years of older who has special needs to such a degree that they need to be under supervision while they are using this service, may be accompanied by an aide and/or care-giver who may not be 60 plus years of age. Care-givers also are responsible to pay the normal fare.

RESERVATIONS: A minimum of 24 hours notice is required for a reservation. Unscheduled stops are allowed (i.e. bank, gas station, etc). Reservations not needed must be cancelled before driver leaves for pick-up. A cancellation fee of \$4.00 will be charged for any non canceled reservations.

RESIDENCY: A resident is anyone who lives within the corporate boundaries of the Village of Germantown. Any person residing outside these limits will be considered a non-resident and assessed a fee accordingly.

SCHEDULES AND SERVICE: The Senior Van Program operates Monday thru Friday with the first pick-up at 9:00 a.m. with the last drop off at 2:30 p.m. Transportation services are arranged based on the availability of volunteer drivers and weather conditions.

AREA OF SERVICE: Origination point can be no more than 5 miles from the Germantown Seniors Center.

FARES: Fares are based on one-way trips. Drivers will collect fares as the passenger departs the vehicle. No checks will be accepted. All participants are charged for waiting time at a rate of \$1.50 per half hour, after the first half hour. Any additional scheduled stops along the way would be an additional charge of \$1.00 per stop.

	Resident	Non-Resident
5.0 miles or less	\$1.00	\$1.25
5.1 to 10 miles	\$1.50	\$1.75
10.1 to 15.0 miles	\$2.50	\$2.75
15.1 to 20.0 miles	\$3.50	\$3.75

GENERAL POLICIES: For safety reasons the Senior Transportation Program will not continue to operate in inclement weather. Any decision as to when to discontinue services in these situations will be at the discretion of the Senior Coordinator. Any calls regarding cancellation should be made to 250-4712. If the service is discontinued due to inclement weather participants and/or their families are responsible for making their own transportation arrangements. Weather cancellation announcements will be made on WBKV 1470 am. If Germantown Schools are canceled the Senior Van will not operate.

Clients and/or their families are responsible for keeping their driveways, sidewalks, and walkways clear of ice and snow. The Provider is not responsible for any incidents which may occur between a person's home or destination and the vehicle in which they are being transported. Volunteer drivers have the discretion of not entering any obstructed drive or walkway. Transportation will be denied to clients if proper access is not available, thereby making transport a danger to the driver and or client.

- Alcoholic beverages are not allowed in the vehicle.
- Smoking is not allowed in the vehicle.
- No open food or beverages allowed in vehicle while moving.
- Seat belts must be worn at all times. Clients who refuse to use a seat belt will not be transported.
- No abusive behavior, either verbal or physical, will be tolerated.
- No pets: exception being a guide dog for the visually impaired.
- The Senior Transportation program operates "curb service" only. Drivers are instructed not to enter passenger's home or attempt to lift or carry a passenger or numerous heavy packages.

The Senior Transportation Program is not for transporting home furnishings, appliances, or any items other than small packages.

It is suggested that riders with medical appointments explain to the receptionist that there is a van scheduled for their return trip and the time they are coming.

The Senior Van Program shall not be used for admission or discharge, to or from a hospital or nursing home including day surgery. Nor to transport a patient from a doctor's office to a hospital. We will not transport a resident of a nursing home or full care facility. Any resident of a assisted care facility wanting to be transported must have that facility sign a form verifying that this rider is physically and mentally capable of being transported unescorted in a vehicle by volunteer drivers with no medical training.

Persons who are found to be in violation of any of the above policies or who cause repeated schedule delays due to carelessness, or endanger the safety of the other passengers may be denied service.