



MINUTES OF THE TRANSIT COMMISSION

WEDNESDAY, JANUARY 15, 2020, 8:15 AM

TRANSIT

901 University Ave

A. ROLL CALL.

I. Roger Kolb, Chair; John Withbroe, Vice Chair; Kevin Kuehn Secretary; Alderman Randy Scannell, Rashad Cobb, Emily Ysebaert and Ron Antonneau

Present: Roger Kolb, Chair; Alderman Randy Scannell, Emily Ysebaert and Ron Antonneau

Excused: Kevin Kuehn, Secretary

Absent: John Withbroe, Vice Chair; and Rashad Cobb

Chair Roger Kolb called the meeting to order at 8:15 a.m.

B. APPROVAL OF THE AGENDA.

I. Approval of January 15, 2020 Transit Commission Agenda

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to approve the January 15, 2020 agenda. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Ron Antonneau, No- None, Abstain- None

C. APPROVAL OF MINUTES.

I. Approval of December 18, 2019 Transit Commission Minutes

Moved by Ald. Randy Scannell, seconded by Commissioner Ron Antonneau to approve the minutes from the December 18, 2019 meeting. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Ron Antonneau, No- None, Abstain- None

D. REGULAR BUSINESS.

I. Approval of Green Bay Metro Travel Expense Guidelines

Director Kiewiz stated currently Green Bay Metro follows the City of Green Bay's Human Resource Travel Policy. Most of Metro's travel is in Madison, Milwaukee and Chicago for many transportation conferences and Federal Transit Administration training sessions, the current daily per diem is not adequate.

The travel that employees participate in are vital to Metro's success.

Director Kiewiz recommends reimbursing employees at the annual per diem rate according the Federal US Government Service Administration (GSA) guidelines.

Moved by Commissioner Emily Ysebaert, seconded by Commissioner Ron Antonneau to approve the Green Bay Metro Travel Expense Guidelines. Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Ron Antonneau, No- None, Abstain- None

E. INFORMATIONAL.

I. Marketing Report

Director Kiewiz stated in your packets you will find the final bus advertising comparison. Annual revenue has been consistent over the past couple years. Staff is available for any questions.

2. Operational Reports

Director Kiewiz provided a brief overview of the ridership reports for Fixed Route (1.3% annual increase), Paratransit, Downtown to Titledown Route 8 (2% increase) and Route 9 (4% increase), Green Bay Area Public School, Ashwaubenon School, mobility and bike comparisons on the Fixed Route System. P. Kiewiz stated she would be happy to answer any questions the Commission might have.

3. Financial Report

Director Kiewiz stated in your packets you will find the operating expense report for January through November. She gave a brief overview of the revenue and expense reports. Everything has been projected for the end of the year all under budget. Director Kiewiz stated that if the Commission would have any questions, she would be happy to address them.

4. Director's Report

Director Kiewiz gave updates on the following:

Discussion on vacant positions. Five (5) vacant Operator positions. Custodian starts January 27; he is coming from City Department of Public Works. The Maintenance Technician position is in background checks.

Finalizing the Paratransit contract with Via.

Director Kiewiz and Lisa Conard from Brown County Planning have met with the consultants for the system review. She will keep the Commission updated as things move along.

Director Kiewiz and Mayor Genrich have been meeting with the municipalities regarding the Microtransit and the future of Metro.

Director Kiewiz stated she will be out of office next week; but will be available by phone and email.

5. Next Meeting: Wednesday, February 19, 2020

Commissioner Ron Antonneau stated he will not be in attendance at the February 19, 2020 meeting.

F. ADJOURNMENT.

Moved by Ald. Randy Scannell, seconded by Commissioner Emily Ysebaert to adjourn at 8:50 a.m.
Motion carried.

Yes- Emily Ysebaert, Randy Scannell, Roger Kolb, Ron Antonneau, No- None, Abstain- None