



MINUTES OF THE TRANSIT COMMISSION

**WEDNESDAY, SEPTEMBER 17, 2025, 8:15 AM
TRANSIT
901 University Ave**

A. ROLL CALL.

- I. Members: Roger Kolb, Chair; Randy Scannell, Vice-Chair; Kevin Kuehn, Secretary; Alderman Craig Stevens, Michael Conley-Kuhagen, Terri Refsguard and Dr. Hector Rodriguez.

Present: Roger Kolb, Randy Scannell, Michael Conley-Kuhagen, Alderman Craig Stevens, Terri Resguard, and Dr. Hector Rodriguez

Excused: Kevin Kuehn

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

B. APPROVAL OF THE AGENDA.

- I. Approval of the agenda for the Wednesday, September 17, 2025, meeting of the Transit Commission.

Moved by Randy Scannell, seconded by Michael Conley-Kuhagen to approve the September 17, 2025, agenda. Motion carried.

Yes – Roger Kolb, Terri Refsguard, Hector Rodriguez, and Alderman Craig Stevens

No – None, Abstain - None

C. APPROVAL OF MINUTES.

- I. Approval of the minutes from the August 20, 2025, meeting.

Moved by Randy Scannell, seconded by Michael Conley-Kuhagen to approve the August 20, 2025, minutes. Motion carried.

Yes – Roger Kolb, Terri Refsguard, Hector Rodriguez, and Alderman Craig Stevens

No – None, Abstain — None

D. REGULAR BUSINESS.

1. Discussion/Action: Purchase of (2) 35' Battery Electric Low Floor Buses

Director Kiewiz shared that Green Bay Metro has several projects that need to be done by this year. Last fall, Green Bay Metro was awarded the Low-No emissions grant through the federal government. By January 2027 we will have a total of 6 electric buses. With our current BEB, we are seeing 42% battery life left after being in service for the day. We do expect this number to decline for the winter.

This amount also includes the infrastructure and training with the two (2) BEB. Training sessions have been conducted with the fire department and an additional training will be provided to our staff. We have also brought in a consultant for the analytical portion.

No further discussion was had.

Moved by Alderman Craig Stevenson, seconded by Randy Scannell, to approve the Purchase of (2) Battery Electric Low Floor Buses, with a cost not to exceed \$3,700,000. Motion carried.

Yes - Roger Kolb, Hector Rodriguez, and Terri Refsguard

No- None, Abstain - None

2. Discussion/Action: Purchase of an Industrial Rider Floor Scrubber

Director Kiewiz shared that Green Bay Metro is currently looking to replace our Tennant floor scrubber. The bid summary is attached, and the purchasing department is working with the lowest bidder currently to have a demo done to ensure performance.

No further discussion was held.

Moved by Randy Scannell, seconded by Terri Refsguard, to approve the Purchase of an Industrial Rider Floor Scrubber, with a cost not to exceed \$75,000. Motion carried.

Yes - Roger Kolb, Hector Rodriguez, Michael Conley-Kuhagen, and Alderman Craig Stevenson

No — None, Abstain — None

3. Discussion/Action: Reclass the Operations Assistant Position to a full-time position from a temp position

Director Kiewiz shared that the Operations Assistant Position is a limited-term position and has been open since the end of April. We wanted to wait till the budget to see numbers and how it would best serve operations. This position helps a lot with training, coverage in all areas of operations, advertising, and detours. This position is in our 2026 budget for next year.

No further discussion was had.

Moved by Alderman Craig Stevenson, seconded by Terri Refsguard, to approve the Reclas of the Operations Assistant Position to a full-time position from a temp position. Motion carried.

Yes — Roger Kolb, Hector Rodriquez, Michael Conley-Kuhagen, and Randy Scannell.

No — None, Abstain — None

4. Discussion/Action: Purchase of Upgraded Live Video Surveillance

Director Kiewiz stated we are seeking approval to update our live video surveillance on the buses. Seon is no longer able to support the camera system we have, provide hard drives, or replacement parts. Our 2015 and newer buses have TSI, and we have not had any issues. This records audio and video, which is used for safety and training purposes.

Commissioner Refsguard asked how long Seon had been on the buses.

P. Kiewiz stated since 2009.

No further discussion was had.

Moved by Alderman Craig Stevenson, seconded by Randy Scannell, to approve the Purchase of Upgraded Live Video Surveillance, with a cost not to exceed \$180,000. Motion carried.

Yes - Roger Kolb, Hector Rodriquez, Michael Conley-Kuhagen, and Terri Refsguard

No — None, Abstain — None

5. Discussion/Action: Purchase of Security Barriers /Planters

Director Kiewiz shared that Green Bay Metro is fortunate enough to be able to stay up with safety and security. TSA came to evaluate our facility earlier this year and was recommended to place some type of security barriers on the transit way. Discussions are being held with the Fire Chief to get his knowledge and expertise. A great example is how Lambeau has barriers set-up around their facility.

Approximately \$65,000 will go towards this project, and we're working to ensure we have the right weight and measurements. There is a variety of columns and planters to choose from. Green Bay Metro also wants to make sure we provide curb appeal as well while still serving its purpose.

No further discussion was had.

Moved by Alderman Craig Stevenson, seconded by Randy Scannel, to approve the Purchase of Security Barriers/Planters with a cost not to exceed \$65,000. Motion carried.

Yes - Roger Kolb, Hector Rodriquez, Michael Conley-Kuhagen, and Terri Refsguard

No — None, Abstain — None

E. INFORMATIONAL.

1. Operational Reports

Continue to have reporting concerns with the fare system.

No other concerns at this time.

2. Financial Reports

Nothing of concern, below budget.

The FTA will be closing for the end of their year soon.

3. Director's Report

Director Kiewiz shared that Brown County Planning, our MPO and Green Bay Metro staff have been working with 1000 friends on conducting a 10-week transportation academy. Learning about local transportation policy, plans, processes, advocacy, and collaborating with local experts. Green Bay Metro will be presenting at one of the upcoming meetings.

P. Kiewiz stated that transit has submitted their budget and is not anticipating any changes to transit.

No further discussion was held.

4. Next Transit Commission Meeting: October 15, 2025 at 8:15am.

Motion by Randy Scannell, seconded by Michael Conley-Kuhagen, to adjourn at 8:46 a.m.
Motion carried.

Yes – Roger Kolb, Hector Rodriguez, Terri Refsguard and Alderman Craig Stevens

No – None. Abstain — None

F. ADJOURNMENT.

1. Adjournment of the Wednesday, September 17, 2025, meeting of the Transit Commission.