



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Transit Commission Meeting

Thursday, December 5, 2024

5:30 PM

Council Chambers, City Hall

1. Call to Order

Present 5 - Chad O'Donnell, Steve Kassens, Kevin Reilly, Eric E. Payne, and Joe Pieper

2. Pledge of Allegiance

3. Public Comment

No public comments.

4. Approval of Minutes

- A. [ID#24-11276](#) Approval of Minutes
October 17, 2024

Attachments: [tc 24-10-17-Draft](#)

A motion was made by Ald. Eric Payne, seconded by Member Kevin Reilly, that the Minutes of October 17, 2024 be approved. The motion carried by the following vote:

Aye: 5 - Chad O'Donnell, Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

5. Discussion and Recommendation re:

- A. [ID#24-11277](#) Review and Act on Proposed Intergovernmental Agreement with Waukesha County to Provide Transit Administrative Services

Attachments: [IGA to Provide Admin Service to Waukesha County](#)

[Transit Administration Intergovernmental Cooperation Agreement 2025-2029](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Intergovernmental Agreement with Waukesha County to Provide Transit Administrative Services be recommended for Council Consent. The motion carried by the following vote:

Aye: 5 - Chad O'Donnell, Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

- B. [ID#24-11278](#) Review and Act on Proposed Agreement with Payroc WorldAccess, LLC for Merchant Processing

Attachments: [Payroc Processing agreement](#)

[241022 BEA - Payroc Merchant Processing Agreement](#)
[5.0 Waukesha Metro Transit](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Agreement with Payroc WorldAccess, LLC, for Merchant Processing be recommended for Council Consent. The motion carried by the following vote:

Aye: 5 - Chad O'Donnell, Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

- C. [ID#24-11279](#) Review and act on Proposed Intergovernmental Agreement with Milwaukee Transport Services, Inc. to Operate Route 1 in Milwaukee County

Attachments: [Route 1 Service Agreement-Milwaukee County-final](#)

[IGA for Route 1 - MCTS Waukesha Metro 2025 final v2](#)

A motion was made by Member Kevin Reilly, seconded by Ald. Eric Payne, that the Intergovernmental Agreement with Milwaukee Transport Services, Inc., to Operate Route 1 in Milwaukee County be recommended for Council Consent. The motion carried by the following vote:

Aye: 5 - Chad O'Donnell, Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

- D. [ID#24-11280](#) Waukesha County Business Item- Review and Act on Proposed Agreement with WI Transportation, LLC to Provide Paratransit Service to Grandfathered Passengers of Waukesha County Route 901 Paratransit Service

Attachments: [Waukesha County Business Item-Grandfathered Paratransit service with WI Transportation-extension](#)
[ADA Paratransit 2025-Grandfathered Passengers](#)

A motion was made by Ald. Eric Payne, seconded by Ald. Joe Pieper, that the Agreement with WI Transportation, LLC, to Provide Paratransit Service to Grandfathered Passengers of Waukesha County Route 901 Paratransit Service be recommended for Council Consent. The motion carried by the following vote:

Aye: 5 - Chad O'Donnell, Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

- E. [ID#24-11281](#) Waukesha County Business Item- Review and Act on Proposed Assignment of Waukesha County Commuter Service Contract to Wisconsin Transit Lines, LLC

Attachments: [Waukesha County Business Item-Assignment of Commuter Service Contract](#)

A motion was made by Member Kevin Reilly, seconded by Ald. Joe Pieper, that the Assignment of Waukesha County Commuter Service Contract to Wisconsin Transit Lines, LLC, be recommended for Council Consent. The motion carried by the following vote:

Aye: 5 - Chad O'Donnell, Steve Kassens, Kevin Reilly, Eric E. Payne and Joe Pieper

6. Communications and Referrals

Transit Manager Brian Engelking mentioned holding a public hearing in January 2025 for proposed changes to take effect in June 2025.

7. Adjournment

A motion was made that the meeting be adjourned. The motion carried unanimously.

"A majority of the Council members may be in attendance"

NOTICE: Any person who has a qualifying disability under the Americans with Disabilities Act that requires that the meeting be accessible or that materials at the meeting be in an accessible format, please contact the Public Works department, 48 hours prior to the meeting at 524-3600 or by the Wisconsin Telecommunications Relay System so that arrangements may be made to accommodate the request. Attend this meeting in person or watch live at <https://waukesha.legistar.com/calendar.aspx> (due to technical circumstances, the live stream may not always be available).