



City of Waukesha

City Hall,
201 Delafield Street
Waukesha, WI 53188

Meeting Minutes - Final

Transit Commission Meeting

Thursday, October 17, 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. Public Hearing-Proposed Fare Changes

Opened the Public Hearing seeking comment on the proposed fare changes at 5:33 p.m.

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

Motion to closed the public hearing seeking comment on the proposed fare changes. No one was present and no one provided comment prior to the meeting. Closed public hearing at 5:36 p.m.

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

5. Approval of Minutes

A. [ID#24-10940](#) Approval of Minutes September 5, 2024

Attachments: [tc 24-09-05-draft](#)

A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the Minutes of September 5, 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

6. Discussion and Recommendation re:

- A. [ID#24-10936](#) Review and Act on Resolution Authorizing Revision of Fare Tariff No. 26 to Create Fare Tariff No. 27 for Waukesha Metro Transit Increasing Bus Pass Fares

Attachments: [Fare Cap Increases 2025](#)
[hearing notice Fare Changes January 2025](#)
[Resolution - Approval of Fare Tariff no 27](#)
[fare tariff #27 2025](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Resolution Authorizing Revision of Fare Tariff No. 26 to Create Fare Tariff No. 27 for Waukesha Metro Transit Increasing Bus Pass Fares 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#24-10937](#) Review and Act on Bid from Coverall North America, Inc. for Janitorial Services for the Transit Center

Attachments: [Janitorial Bids Transit Center](#)
[Bid Tab Janitorial 2024](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Bid from Coverall North America, Inc. for Janitorial Services for the Transit Center 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#24-10938](#) Review and Act on Proposed Minor Service Changes Effective November 11, 2024

Attachments: [Service Changes November 2024](#)
[Resolution - Route 2 Revision November 2024](#)
[Route 2 description November 2024](#)

A motion was made by Ald. Joe Pieper, seconded by Member Kevin Reilly, that the Proposed Minor Service Changes Effective November 11, 2024, 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#24-10939](#) Review and Act on Proposed Purchase of Ticket Vending Machines from BEA Transit Technologies, Inc.

Attachments: [Purchase of Replacement Ticket Vending Machines](#)

A motion was made by Ald. Joe Pieper, seconded by Ald. Eric Payne, that the Proposed Purchase of Ticket Vending Machines from BEA Transit Technologies, Inc., 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

7. Communications and Referrals

Member Kevin Reilly thanked staff for the tour on Saturday at the Waukesha Unlocked event. He also inquired about narcan at the Transit Center. Brian Engelking said that is something they're investigating for drivers and staff.

8. 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).