

MINUTES
GREEN BAY TRANSIT COMMISSION
Wednesday, December 17, 2014
901 University Avenue, Commission Room
8:15 a.m.

MEMBERS PRESENT: Roger Kolb, Chair; John Withbroe, Vice Chair; Vacant, Secretary; Alderman Randy Scannell; Kevin Kuehn, and David Harp

MEMBERS ABSENT: Ron Antonneau

OTHERS PRESENT: Patty Kiewiz, Transit Director; Essie Fels, Recording Secretary; Pam Manley, Business Grant Manager; Larry Sterckx, Mechanic Foreman; Cindy Tappy, Compliance Coordinator; April Herlache, Transportation Supervisor; Lisa Conard, Brown County Planning; Vincent Caldara, MV General Manager; Bill Meindl, Green Bay Development News; Keith Schneider, Local 857; Holly Grose, ADRC of Brown County; and Ward Anderson

1. Call the meeting to order

Chair R. Kolb called the meeting to order at 8:16 a.m.

2. Approval of Agenda

J. Withbroe made a motion to approve the December 17, 2014 agenda. K. Kuehn seconded the motion. Motion carried.

3. Approval of the minutes of the November 19, 2014 meeting

R. Scannell made a motion to approve the minutes from the November 19, 2014 meeting. J. Withbroe seconded the motion. Motion carried.

4. Action: Approval of the New Maintenance Truck

P. Kiewiz stated Green Bay Metro issued a procurement for the purchase of a maintenance support vehicle. It will replace a 1989 pickup that is used for snow removal. Green Bay Metro will be utilizing 5339 federal grant (Bus and Bus Facility) that has been received. The Federal share consists of 80% and local share will be 20%. At this time, Metro is finalizing a couple of the options with the City's Purchasing Department. Staff is recommending an approval not to exceed \$54,000.00. This amount will include the cost of the plow and salter.

K. Kuehn inquired what Metro does with the old vehicle.

P. Kiewiz stated Metro is required to go out for bids through Purchasing as it is FTA property.

Motion made by K. Kuehn, second by J. Withbroe, to approval for a one-ton 4x4 truck with plow and salter not to exceed the cost of \$54,000. Motion carried.

5. Action: Approval of (4) 40 Foot Buses

P. Kiewiz stated Green Bay Metro has received STP-U funding for three 40-foot buses and 5339 funding for one 40-foot bus. These grants will cover 80% of the cost and 20% will be local funds. Patty was able to secure some options off a contract from Port Authority in Pittsburg. Metro will be piggybacking off of their procurement. Staff is recommending an approval not to exceed \$1,680,000. Metro's fleet consists of 30-foot and 35-foot buses and only (1) 40-foot bus. It does take approximately 16-18 months to receive these buses. Patty will work with the manufacture to try to speed the process up as quickly as possible.

K. Kuehn asked if Metro is replacing or are we adding to the fleet?

P. Kiewiz stated Metro will be replacing. One of the buses will replace the 1995 40-foot bus. Metro will then need to decide if we replace the trolleys or if we would like to replace the 2003's.

K. Kuehn asked if Metro has to replace.

P. Kiewiz stated it depends on our spare ratio and the age of the fleet. Patty would like to increase our spare ratio only because we have (10) 2011's that have the new emissions, which have been a challenge for Metro. The challenge with the emissions is our buses do a lot of idling and the emissions were not made for that.

Gillig has been very good with Metro even after the warranties; they have stood behind and worked with us on a lot of the concerns.

Our fleet consists of both Gillig and New Flyer; through the procurement New Flyer came in at about \$30,000 higher per bus.

K. Kuehn asked what the guys like to fix. What is easier to fix? What is more reliable?

P. Kiewiz stated we had a demo bus here last week. A few operators and mechanics got to take a look at it and share their thoughts and concerns.

L. Sterckx commented the guys in the shop prefer the old Gilligs because they don't have the emissions. The Gilligs and the New Flyers have the same engines and emissions. It doesn't matter what chaise they're in.

K. Kuehn asked if they are the same chaise.

L. Sterckx stated the bottom half might be.

K. Kuehn commented so the question is what rusts and what corrodes on the top section of the bus.

P. Kiewiz stated through the Pittsburg procurement there were four bids: New Flyer, Gillig, Orion, and Nova. Gillig came in with the base price of \$392,000 and the base price for New Flyer was \$435,000.

J. Withbroe asked if Metro has to stay with the lowest bid.

P. Kiewiz stated yes because we are piggybacking, so Metro will need to go with Gillig.

R. Kolb commented he thinks its great; how did you connect with Pittsburg?

P. Kiewiz stated through connections in Transit and WURTA.

R. Kolb stated it will be nice that Metro will be able to get the prices from 2009/2010 Pittsburg procurement.

P. Kiewiz stated Metro was very fortunate; what ended up happening when Pittsburg went out for procurement, they were able to secure certain number of buses. Pittsburg decided to change their fleet holding those options, so we were able to talk with them and they did release four of those options to Metro. Green Bay Metro has worked with Normal, Illinois to get on the consortium bids. This should come through in the next 2-3 months. This will give us a plan to work on the next round of buses.

K. Kuehn commented well done!

Motion made by K. Kuehn, second by J. Withbroe, to approve the award for (4) 40-foot buses to the lowest, most responsible bidder. Piggybacking on the Port Authority Procurement, in the amount not to exceed \$1,680,000. Motion carried.

6. Finance

P. Manley stated in your packets you will find the operating expense report for October. She gave a brief overview of the revenue and expense report. P. Manley stated that if the Commission would have any questions, she would be happy to address them.

7. Operational Reports

P. Kiewiz stated in your packets you will find the operating reports. She gave a brief overview of the ridership report. P. Kiewiz stated if the Commission would have any questions, she would be happy to address them.

K. Kuehn commented he had a very nice chat last week Sunday with the Mayor. The Mayor is thrilled with Transit. He is very proud of Transit and has the highest praise for the drivers and staff.

P. Kiewiz stated she also has received great comments. The holiday gathering was great and an opportunity for all of the staff to meet all the Commissioners and the Mayor.

J. Withbroe commented on behalf of the Commission we would like to thank you.

K. Kuehn commented it was well done; we can do every year!

P. Kiewiz stated that Metro's intention is to do it as an annual event.

8. Directors Report

P. Kiewiz stated we have had our share of new software system updates for finance and for grants (TEAM).

P. Kiewiz announced the employee of the month for November, is John Denson. He is not present for the meeting, so we will present this award to him later this afternoon. He used to drive in California. John has been with Metro since 2003. He has a phenomenal safety record.

P. Kiewiz commented Metro would like to thank each of the commissioners; we could not do this without the support, help, and dedication of you folks.

A shelter has been placed at West Mason and Packerland. We have a few other shelters that have gone up this week. We will be ready in spring for more shelters to be placed.

Metro will be running on New Year's Eve. In the past Miller paid \$6,000 to run that program. However, that was only covering half of the cost. P. Kiewiz stated she was able to negotiate with MillerCoors this year, to cover the full cost for Metro to operate. Metro received \$12,000 to operate New Year's Eve till 3 a.m.

9. Other Business

Motion made by K. Kuehn, second by J. Withbroe, to suspend the rules and open the floor for the public to comment. Motion carried.

Ward Anderson-2129-319 Manitowoc Road

Ward commented he is attending the meeting today to see why Metro can't run a bus every half hour on Saturdays on Route 6. He expressed concerns on Route 6 being late, and the buses are overcrowded. Ward stated he has a disability and having to stand on an artificial leg for an hour is unpleasant.

K. Kuehn inquired if Ward would have any suggestions for the Commission.

Ward stated "yes put a bus on every half hour."

K. Kuehn commented what if we don't have the funding to accomplish putting a bus for every half hour.

R. Kolb inquired if it was just on Saturdays.

Ward stated they are already running half hour service during the week it would be just adding it on Saturday's and they still have a hard time getting back to the station on time. He utilizes Route 14 and doesn't mind the hour ride. He misses the woman that drove that route; she was the best driver in the city.

K. Kuehn stated he appreciated Ward coming today to express his concerns and also giving us suggestions. It is helpful knowing we need increase services. Metro runs free on Saturday's and this is why you are seeing Metro so busy. Metro does this to help the community. We would like to continue the free service on Saturdays. Metro is in the process of purchasing four 40-foot buses that will also help fix this problem of overcrowded buses. Staff will have to look at what specific times the buses are the busiest for that particular run you are using, as well as looking at the cost and where we will come up with the money. It is important for the citizens to come to these meetings and give us feedback.

Holly Grose-ADRC of Brown County

Holly stated her concern while we are waiting for these larger buses is the people with impaired motilities presenting and being required to stand in an unsafe environment, whether it is a yellow line or in the middle of the bus. Would there be any way a driver could be involved with the consumers and if a person with a disability was standing for an hour could there be some advocacy if there was a person without a disability to be asked to make the seat available for a person who truly needs to sit.

P. Kiewiz stated as Metro has just approved the budget we are looking at some route changes with the implementation of the Downtown Route; we do expect to put a second bus on Route 6 on Saturdays. Metro buses do have reserve seating for the elderly and disabled. Federal law does not allow Metro to make anyone move out of those seats. It is public transportation and it is available for all. For the most part people will do that; it is preferred seating. You cannot always tell someone's disability and if someone says 'I can't get back there' it is not our place to question them why they can't.

P. Kiewiz stated Route 6 has always been a challenge; it is a busy road there and there are a lot of people traveling through West Mason Street. Metro has made changes to this route several times because of capacity load and stopping more frequently that affects the headways and timing of the schedule. Not to mention it is on the west side and Metro is on the east side we have boats and trains in between us. The Operators and Dispatchers do a phenomenal job trying to make all of those connections and transfers. Our schedule adherence is something we do watch and monitor on a regular basis. Metro has some great technology software that was implemented back in 2009; that gives us real time data to help us identify where we need to make adjustments.

J. Withbroe asked if every trip is at its fullest capacity.

P. Kiewiz stated Route 8 and Route 6 are at heavy capacity, standing only and people left behind at the stops. Patty is working on this issue and expects to have some resolution in the next couple of months.

P. Kiewiz stated public transportation is designed for standing loads. If a bus has 32 spaces for seating; standing capacity is 40, which means we can get 72 people on that bus. That is why there are leather straps for people to hold.

Holly asked when can we anticipate when Route 6 will have the second bus?

P. Kiewiz commented we have a new Downtown Route being implemented in April, so we are expecting some other route changes as we shift some of those buses out of the downtown loop. The Route 8 has half hour service already; we are looking at extending at night and provide a second bus on Saturday's. She said in her 11 years this is the best issue she has had to deal with. It is great from a public transportation perspective. People know we are here, they are utilizing transit and we are accomplishing what we need to do; it is time for Metro to work on frequency.

Holly said the only other thought is if there is a moment when Ward would come onto the bus and he was being encouraged by the driver to please step back from the yellow line because it is not safe; she doesn't believe Ward was able to step back due to the size of the individual. And asking him to get off the bus and wait for the next bus doesn't sound like the right idea either. From a safety prospective if an individual is not able to move back from the yellow line; is it their choice to remain there or should he be asked to leave the bus. What would the plan be?

P. Kiewiz stated it is against federal law to have anyone standing in front of the yellow line. Everybody has to be behind that yellow line. If passengers cannot stand behind that yellow line then yes they are asked to wait for the next bus. As we have staff meetings internally we can make sure our operators are watching this as well.

K. Kuehn asked Ward if he was a Veteran.

Ward stated yes.

K. Kuehn thanked Ward for his years of service.

Motion made by J. Withbroe, second by R. Scannell, to reconvene in regular order of business. Motion carried.

10. Establish the date of the next meeting

The next meeting of the Transit Commission is scheduled for Wednesday, January 21, 2015 at 8:15 a.m.

11. Adjourn

Motion made by R. Scannell second by J. Withbroe, to adjourn at 8:50 a.m. Motion carried.

Respectfully submitted,

Essie Fels