

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: December 20, 2017

TIME: 6:00 p.m.

PLACE: SCTA
1700 N. Eleventh St.
Reading, PA

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: **Members:** June Wolf, Kevin Barnhardt, Gail Landis, Timothy Snyder,
James Schlegel, and Cynthia Urban.

Solicitor: Jill Nagy, Summers Nagy Law Offices

Staff: David W. Kilmer, Jeffrey Glisson, Laura Hopko, Melanie Heffner,
and Rhonda Baer

Guests: Mark Glatz – Easton Coach, and Vincent Long – Amalgamated
Transit Union #1345.

ORDER OF BUSINESS:

1. Call to Order

Chairman June Wolf called the meeting to order at 6:00 p.m.

2. Public Comment on Agenda Items

None

3. Approval of Minutes of the November 15, 2017 Regular Board Meeting.

Upon motion by Commissioner Barnhardt, seconded by Mr. Schlegel, the Board approved the November 15, 2017 Board Meeting Minutes.

4. Bills and Communications

None

5. Reports of Committees

A. Personnel Committee

None

B. Operations Committee

None

C. Finance Committee

None

D. Marketing Committee

Mrs. Landis' mentioned the monthly marketing report was included in the packet.

Upon motion by Mrs. Urban, seconded by Mrs. Landis, the Board approved the Committee Reports.

6. Old Business

None

7. New Business

A. Resolution 14-17 Award of Hybrid Buses for Lancaster

Mr. Kilmer mentioned there are currently five buses that are obsolete and are slated to be replaced. This includes the three Trolley Buses that will be replaced with regular 30' diesel buses to provide service for Millersville University and the downtown shuttle services. The other two buses will be replaced with 35' Hybrid Diesel buses. The pricing is from the five year contract with Gillig Bus and production of the new vehicles is twelve months from order. The total price is \$2,638,564.00 and the grants are in place for this purchase. Staff recommends approval.

Upon motion by Mr. Snyder, seconded by Commissioner Barnhardt, the Board approved Resolution 14-17 Award of Hybrid Buses for Lancaster.

B. Resolution 15-17 Award of Mini-Vans

Mr. Kilmer mentioned this purchase is to replace six existing Minivans that are beyond their useful life. These vehicles are on the state contract from Rohrer at a price of \$260,718. Federal and state funds are in place for this purchase. Staff recommends approval.

Upon motion by Mrs. Landis, seconded by Mr. Schlegel, the Board Approved Resolution 15-17 Award of Mini-Vans to Rohrer.

C. Re-Appointment of Solicitor for 2018

Mr. Kilmer mentioned this would be the third of five years for the contract with Summers-Nagy to provide legal services for the Authority. As part of their proposal, the price is fixed at \$145/hour for first three years. Staff recommends approval.

Upon motion by Commissioner Barnhardt, seconded by Mrs. Urban, the Board Approved the Re-Appointment of Summers-Nagy as Solicitor for 2018.

D. Re-Appointment of Labor Services for 2018

Mr. Kilmer mentioned this would be the third of five years for the contract with Stevens & Lee to provide Labor Service for the Authority. The rate would increase from \$255/hour to \$260/hour for 2018. Staff recommends approval.

Upon motion by Commissioner Barnhardt seconded by Mrs. Urban, the Board approved the Re-Appointment of Stevens & Lee for Labor Services for 2018.

E. Award of Obsolete Parts and Equipment

Mr. Kilmer mentioned there were two old snow blowers and five hybrid capacitors that were used on the shared ride vans in Reading that were placed on the public auction website. The bids are due on December 20th and a recommendation will be presented at the meeting. The following are the winning bids:

Description	Winning Bid	Buyer
Hybrid Drive Capacitors (5)	\$560.00	Mark Shuck
Storm Tracker Snow Blower	\$485.00	Pershing Johnson
Sno-Away Snow Blower	\$25.00	Matt McCord
Opus Bus Parts-Obsolete Inventory	\$705.00	Harry Weller
Hybrid Drive Capacitors (14)	\$705.00	Mark Shuck

Upon motion by Mrs. Urban seconded by Commissioner Barnhardt, the Board awarded Obsolete Parts and Equipment to the above bidders.

F. Approval to Purchase Upgrade of Alarm Systems for Reading Facilities

Mr. Kilmer mentioned this purchase would include an upgrade to the fire alarm systems from Simplex for the Franklin Street Station and Park-n-Transit Facility. This is a sole source procurement since Simplex is the only provider of the upgrades to their systems. The cost for the Franklin Street Station cost is \$2,687 and the Park-n-Transit Facility is \$9,176 for a total amount of \$11,863. The main operations center is expected to be upgraded as part of the storage expansion project. There are state capital funds available for this purchase. Staff recommends approval.

Upon motion by Mr. Schlegel seconded by Commissioner Barnhardt, the Board approved to Purchase Upgrade of Alarm Systems for Reading Facilities from Simplex.

G. Approval to Purchase Upgrade and Support GFI Farebox System

Mr. Kilmer mentioned the farebox software programs for both locations is in need of upgrades to correct issues with the retrieval of data. GFI has now moved to an annual maintenance contract that will include upgrades and support

of their systems at a cost of \$8,750 for Lancaster and \$17,500 for Reading, because this is a newer system, for a total of \$26,250. This will be an ongoing operating cost each year. Staff recommends approval.

Upon motion by Commissioner Barnhardt seconded by Mr. Schlegel, the Board approved to Purchase Upgrade and Support GFI Farebox System.

H. Approval to Donate Obsolete Engine to Reading Vo-Tech

Mr. Kilmer mentioned there is currently an old engine and transmission cores and 2 Ford V-10 engines, 1 Cummins ISB, 2 Allison B400 transmissions and 1 Ford transmission that are beyond their useful life and little value. Staff would like permission to donate to the two Reading Vo-Techs.

Upon motion by Mrs. Urban seconded by Mrs. Landis, the Board approved to Donate Obsolete Engine to Reading Vo-Tech.

I. Approval to Donate Obsolete Equipment to Bus Museum

Mr. Kilmer mentioned there is an old drill press and portable scales in Reading that date back to the Reading Bus Company that staff would like permission to donate to the Bus Museum. In the event the Museum does not want these items, they will be placed on the public auction website for disposal.

Upon motion by Commissioner Barnhardt seconded by Mr. Schlegel, the Board approved to Donate Obsolete Equipment to Bus Museum.

J. Approval to Extend Option with HDC for QSS II

Mr. Kilmer mentioned South Central Transit Authority and the Housing Development Corporation entered into an Option Agreement for Purchase of Development Rights dated October 14, 2016, for 201 North Queen Street. SCTA and HDC desire to amend the agreement to extend the Option Period to end on or before December 31, 2018.

Upon motion by Mr. Snyder seconded by Mrs. Landis, the Board approved to Extend Option with HDC for QSS II.

K. Approval of November, 2017 Operating Statements

For the month of November, total ridership in Lancaster showed an 3.7% decrease with fixed route showing a 3.8% decrease and shared ride showing a 3.2% decrease. For Reading, total ridership showed a 1.1% decrease with fixed route showing a 1.0% increase and shared ride showing a 3.4% decrease. Total ridership for the month was 389,932 for fixed route and 42,735 for shared ride for a total of 432,667 rides for the month of November, 2017 compared to 437,549 rides last November for an increase of 1.1% decrease overall.

Financially for November, 2017, Lancaster showed \$902,754 in operating revenue combined with operating grants of \$594,267 for total revenue of

\$1,497,021 against total expenses of \$1,366,467 for a net gain of \$130,554 on shared ride. For Reading, operating revenues \$969,797 combined with operating grants of \$937,658 for total revenue of \$1,907,455 against expenses of \$1,735,247 for a net gain of \$172,208.

Upon motion by Mr. Schlegel, seconded by Mrs. Urban, the Board approved the Financial and Operating Reports for November 2017 subject to audit.

L. Appointment of Nominating Committee for Board Officers for 2018

The Chair appointed Ms. Glover and Mr. Rex to the Nominating Committee for Board Officers with the election occurring at the January 2018 meeting. In accordance with the By-Laws, officers may serve up to two years.

8. Public Comment

Mrs. Landis gave an update on feedback from the surveys for the Transportation Development Plan.

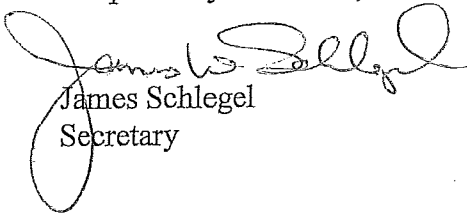
Mr. Schlegel mentioned that he is very pleased with the cleaning of the BTC.

Mr. Kilmer gave an update on the Zoning Hearing Expansion. No action was taken. SCTA will go before the City Planning Commission on December 26, 2017. The next Zoning Board Hearing Meeting will be held on January 10, 2018.

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:35 p.m., upon motion by Commissioner Barnhardt, seconded by Mr. Schlegel.

Respectfully submitted,


James Schlegel
Secretary

