

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: February 21, 2018
TIME: 6:00 p.m.

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

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: **Members:** Commissioner Kevin Barnhardt, Gail Landis, Cynthia Urban, Jeffrey Ouellet, Dennis Rex, James Schlegel, Timothy Snyder, June Wolf, Sandy Thompson and Bonnie Glover via conference call.

Solicitor: Jill Nagy, Summers Nagy Law Offices

Staff: David W. Kilmer, Laura Hopko, Jeffrey Glisson, Robert Fletcher and Rhonda Baer.

Guests: Mark Glatz – Easton Coach, Bill Frees, John Doerrman, Michael D. Golembiewski – Transportation Modeler, Valdis Lacis – Reading Eagle, Terry Cosentino– President, Bus Museum, Dino Mandros, and Matt Lindenmuth, Rob Kline – Saucony Creek Brewing Co.

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 January 18, 2018 Regular Board Meeting.

Upon motion by Commissioner Kevin Barnhardt, seconded by Mrs. Thompson the Board approved the minutes from the January 18, 2018 regular 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

Ms. Landis reported the monthly marketing report was included in the packet.

Upon motion by Commissioner Kevin Barnhardt, seconded by Mr. Jeffrey Ouellet, the Board approved the Reports of Committees.

6. Old Business

None

7. New Business

Commisioner Kevin Barnhardt mentioned a Letter of support from SCTA to support rail service to Septa and Reading.

Upon motion by Commissioner Mr. Snyder, seconded by Ms. Landis, the Board approved

A. Award of Lease for Franklin Street Station and use of 50 spaces at the Park-N-Transit Facility

Mr. Kilmer mentioned SCTA received one proposal in response to the RFP for the lease of the Franklin Street Station from Saucony Creek Brewing Company. Their proposal is to use the Station for a restaurant and provided pricing for an initial five year term of \$63,000 per year which equates to about \$12.00 per square foot. Staff recommends approval for the Executive Director to negotiate a lease agreement with the Solicitors final review.

Upon motion by Commissioner Mr. Snyder, seconded by Ms. Glover, the Board approved the Lease for Franklin Street Station and use of 50 spaces at the Park-N-Transit Authority.

B. Approval of Lease Renewal for the Federal Taphouse.

Mr. Kilmer mentioned the initial five year term for the Federal Taphouse has expired and they have indicated that they would like to exercise the Option for five additional years in accordance with the existing lease with a 3% increase each year for the next five years. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Mr. Rex, the Board approved the Lease Renewal for the Federal Taphouse.

C. Approval of Procurement Manual Update

Mr. Kilmer mentioned a copy of the updated Procurement Manual in accordance with the FTA's regulations is included in the packet. A summary of the changes is also included. Staff recommends approval.

Upon motion by Commissioner Kevin Barnhardt, seconded by Mr. Ouellet, the Board approved the Procurement Manual Update.

D. Approval of Design & Engineering Services

Mr. Kilmer mentioned two proposals were received for the design and engineering services for the roof replacement at the BTC and security and solar upgrades at the Lancaster Operations Center. Staff will present a recommendation at the meeting.

Upon motion by Mr. Rex, seconded by Commissioner Kevin Barnhardt, the Board approved the Design & Engineering Service.

E. Approval of Fuel System Upgrade Reading

Mr. Kilmer mentioned as part of the facility expansion at the Reading Operations Center, an upgrade to the fueling system is needed in order to continue fueling during construction. The cost is \$33,818.33 which will be paid from capital funds as part of the project. The system will be upgraded by Coen Corporation that installed the original fuel system two years ago. This upgrade will increase the overall flexibility of the system for the future.

Upon motion by Commissioner Mr. Snyder, seconded by Commissioner Kevin Barnhardt, the Board approved the Fuel System Upgrade in Reading.

F. Resolution 02-18 – State Grant

Upon motion by Commissioner Ms. Thompson, seconded by Ms. Urban, the Board approved Resolution 02-18 – State Grant.

G. Approval of January, 2018 Operating Statements

Mr. Kilmer mentioned for the month of January total ridership in Lancaster showed an 3.1% decrease with fixed route showing a 3.0% decrease and shared ride showing a 3.9% decrease. For Reading, total ridership showed a 2.6% increase with fixed route showing a 3.3% increase and shared ride showing a 4.6% decrease. Total ridership for the month was 354,056 for fixed route and 41,413 for shared ride for a total of 395,469 rides for the month of January, 2018 compared to 394,251 rides last January for an decrease of .3 overall.

Financially for January, 2018, Lancaster showed \$905,429 in operating revenue combined with operating grants of \$465,340 for total revenue of \$1,370,769 against total expenses of \$1,224,663 for a net gain of \$146,106 on shared ride. For Reading, operating revenues \$1,119,762 combined with operating grants of \$364,067 for total revenue of \$1,483,828 against expenses of \$1,088,059 for a net gain of \$395,770 for Special Services.

Upon motion by Mr. Ouellet, seconded by Mr. Rex, the Board approved the January, 2018 Operating Statements.


8. Public Comment

None

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:18 p.m., upon motion Ms. Urban, seconded by Ms. Glover.

Respectfully submitted,


James Schlegel
Secretary