

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: June 19, 2019

TIME: 6:00 PM

PLACE: 1700 N. Eleventh Street
Reading, PA

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: **Members:** Commissioner Kevin Barnhardt, Bonnie Glover, Gail Landis, Dennis Rex, Jeffrey Ouellet, June Wolf, James Schlegel, and Sandra Thompson

Solicitor: Jill Nagy, Summers Nagy Law Offices

Staff: David W. Kilmer, Jeffrey Glisson, Laura Hopko, Rhonda Baer and Sharon Stephens.

Gregory Downing – via skype

Guests: Mark Glatz – Easton Coach, John Doerrman and William Frees - Amalgamated Transit Union #1345, Mike Golembiewski – Berks County Planning Commission, and Raymond Gehrig

ORDER OF BUSINESS:

1. Call to Order

Chairman Kevin Barnhardt called the meeting to order at 5:59 p.m.

2. Public Comment on Agenda Items

None

3. Approval of Minutes of the May 15, 2019 Regular Board Meeting.

Chairman Kevin Barnhardt mentioned the minutes from the May 15, 2019 regular Board Meeting is in the packet.

Chairman Kevin Barnhardt mentioned the Board approves the minutes from the May 15, 2019 Regular Board Meeting as presented.

4. Bills and Communications

Mr. Kilmer mentioned there is none.

5. Reports of Committees

A. Personnel Committee

Chairman Barnhardt mentioned there are no reports.

B. Operations Committee

Chairman Barnhardt mentioned there are no reports.

C. Finance Committee

Chairman Barnhardt mentioned there are no reports.

D. Marketing Committee

Chairman Barnhardt reported the monthly marketing report is included in the packet.

6. Old Business

None

7. New Business

A. Proposed Route & Schedule Changes – Reading –

Mr. Kilmer mentioned a public hearing was held on Tuesday, June 18th on the proposed Route & Schedule Changes as well as posted on the buses and website. Mr. Raymond Gehrig mentioned for the bus service to drop off in back of Glad Tidings to eliminate crossing of the street. Mr. Kilmer confirmed the service will drop off the same side as Glad Tidings. A recommendation was presented at the meeting.

Upon motion by Ms. Glover, seconded by Mr. Schlegel, the Board approved the Proposed Route & Schedule Changes – Reading.

B. Proposed Route & Schedule Changes – Lancaster -

Mr. Kilmer mentioned a public hearing was held on Monday, June 17th on the proposed Route & Schedule Changes. A recommendation was presented at the meeting.

Upon motion by Ms. Glover, seconded by Ms. Thompson, the Board approved the Proposed Route & Schedule Changes – Lancaster.

C. Approval to Extend Contract with Easton Coach -

Mr. Kilmer mentioned a copy of the proposed contract modification for Easton Coach to extend their contract for FY 2020 at the rate increase shown is included in the packet. Staff recommends approval

Upon motion by Ms. Landis, seconded by Mr. Ouellet, the Board approved the Approval to Extend Contract with Easton Coach.

D. Award of Bids for Obsolete Vehicles –

Mr. Kilmer mentioned Bids are due for three obsolete buses on June 19th on the public auction web site and a recommendation was presented at the meeting as follows:

FIXED ROUTE BUSES AND MISCELLANEOUS ITEMS								
Auction #	Inventory Number	Department	Pickup	Winning Bid	Buyer	Address	City, State,	# of Bids
39	0538	Reading Operations	N 11th Street	\$12,585.00	John Romano 76 Carriage Co	1350 Schuylkill	Philadelphia PA	61
40	0541	Reading Operations	N 11th	\$21,560.00	Robert Zimmerman Best Bus Sales	1216 Rand Rd	Des Plaines IL 60016	78
41	0544	Reading Operations	N 11th	\$24,660.00	John Romano 76 Carriage Co	1350 Schuylkill	Philadelphia PA	81
42		Reading Maintenance	N 11th	\$55.00	Juan Paez Paez Trucking	206 Springside Dr	Shillington PA	
43		Reading	N 11th	\$401.00	Bob Bennetts	264 Indian Trail	Columbiaville MI	20
TOTAL BID AMOUNT				\$59,261.00				

Upon motion by Mr. Rex, seconded by Ms. Wolf, the Board approved the Award of Bids for Obsolete Vehicles.

E. Award of Printing Bids for Schedules --

Mr. Kilmer mentioned Bids were received for the printing of the bus guide for both systems on Wednesday, June 12 at 11 AM. Two bids were received from Engle Printing and Publishing, Lancaster, PA at \$24,402.76 and Indiana Printing and Publishing, Indiana, PA at \$32,093.00. Staff recommends award to Engle Printing and Publishing.

Upon motion by Ms. Glover, seconded by Ms. Thompson, the Board approved Award of Printing Bids for Schedules.

F. Renewal of Reading Parking Authority Agreement --

Mr. Kilmer mentioned the current agreement with the Reading Parking Authority was for a one year period to manage only event parking at the Authority's

two garages. Staff has requested an accounting of the events a few times and has not received anything to date. The Authority did receive one check in the amount of \$14,480, but with accounting for the number of events or how many cars parked at the garages. It is the staff's recommendation that the agreement not be renewed with the RPA. The current agreement does require a 60 day notice.

Upon motion by Mr. Ouellet, seconded by Ms. Glover, the Board authorized the Executive Director to send a letter notifying the Reading Parking Authority that SCTA will not renew the Agreement.

G. Approval of Marketing Plan for FY 20 –

Mr. Kilmer mentioned a copy of the proposed Marketing Plan for FY 2020 is included in the Board packet. The Marketing Committee met prior to the Board Meeting. Ms. Landis mentioned there were a few tweaks to social media and a few other outreaches. The Marketing Committee met prior to the meeting. A recommendation was presented at the meeting.

Upon motion by Ms. Landis, seconded by Mr. Rex, the Board approved the Approval of Marketing Plan for FY 20.

H. Approval of Operating Statements for May, 2019 –

Mr. Kilmer mentioned for the month of May total ridership in Lancaster showed a .5% increase with fixed route showing a 1.3% increase and shared ride showing a 4.0% decrease. For Reading, total ridership showed a 5.0% decrease with fixed route showing a 5.7% decrease and shared ride showing a 4.2% increase. Total ridership for the month was 384,578 for fixed route and 46,677 for shared ride for a total of 431,255 rides for the month of May, 2019 compared to 443,642 rides last May for a decrease of 2.8% overall. For the eleven months of the fiscal year, fixed route ridership is down 1.9%, while shared ride showed a 2.8% gain overall.

Financially for May 2019, Lancaster showed \$799,887 in operating revenue combined with operating grants of \$609,095 for total revenue of \$1,407,981 against total expenses of \$1,398,712 for a net gain of \$9,269 on shared ride. For Reading, operating revenues \$749,398 combined with operating grants of \$423,209 for total revenue of \$1,172,607 against expenses of \$992,178 for a net gain of \$180,429 for Special Services. Overall, for May, operating revenue was \$1,548,285 combined with operating grants of \$1,032,304 for total revenue of \$2,580,589 against total expenses of \$2,390,890 for a net gain of \$189,698 all on shared ride. For the nine months of the fiscal year, revenue is 81.4 % of budget, grants are at 73.6% of budget, and expense is 75.2% of budget.

Upon motion by Ms. Thompson, seconded by Mr. Ouellet, the Board approved the Approval of Operating Statements for May 2019.

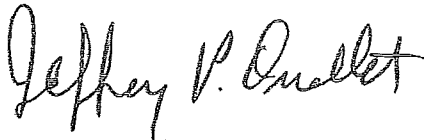
8. Public Comment

Mr. Mark Glatz, Easton Coach, thanked South Central Transit Authority for the opportunity.

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:29 p.m., upon motion by Ms. Thompson, seconded by Mr. Ouellet.

Respectfully submitted,



Jeffrey P. Ouellet
Secretary