

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: July 17, 2019

TIME: 6:00 PM

PLACE: 45 Erick Road
Lancaster, PA

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: **Members:** Commissioner Kevin Barnhardt, Cheryl Love, Jeffrey Ouellet,
June Wolf, and Sandra Thompson

Staff: David W. Kilmer, Jeffrey Glisson, Laura Hopko, Gregory Downing,
and Rhonda Baer

Guests: Mark Glatz – Easton Coach, John Doerrman and William Frees -
Amalgamated Transit Union #1345, and Gillian McGoldrick – LNP
Reporter

ORDER OF BUSINESS:

1. Call to Order

Chairman Kevin Barnhardt called the meeting to order at 6:00 p.m.

2. Public Comment on Agenda Items

None

3. Approval of Minutes of the June 19, 2019 Regular Board Meeting.

Chairman Kevin Barnhardt mentioned the minutes from the June 19, 2019 regular Board Meeting is in the packet.

Chairman Kevin Barnhardt mentioned the Board approves the minutes from the June 19, 2019 Regular Board Meeting as presented.

4. Bills and Communications

Mr. Kilmer mentioned there is none.

5. Reports of Committees

A. Personnel Committee

Mr. Ouellet mentioned the Personnel Committee met prior to the meeting and will go into an Executive Session after on the aspect of the Committee Meeting.

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.

Upon motion by Ms. Thompson, seconded by Mr. Ouellet, the Board approved the Reports of Committees.

6. Old Business

None

7. New Business

A. Resolution 05-19 - Local Match for State Operating Assistance –

Mr. Kilmer mentioned this is the standard resolution required by PADOT for SCTA's state operating grant. The required local match for the six months of this fiscal year is \$0, but both Berks and Lancaster counties will be required to provide the local match beginning January 2020 as the five-year exemption from the merger will be completed. Staff recommends approval

Upon motion by Ms. Wolf, seconded by Ms. Love, the Board approved the Resolution 05-19 - Local Match for State Operating Assistance.

B. Resolution 06-19 -Purchase of Six Buses for Reading -

Mr. Kilmer mentioned pricing was not provided in time for the Board packet and was presented at the meeting. This will be the purchase of six replacement buses for Reading that will include 4-35' and 2-40' 2008 model vehicles.

Upon motion by Ms. Thompson, seconded by Ms. Wolf, the Board approved the Resolution 06-19 -Purchase of Six Buses for Reading.

C. Approval for File Disposal -

Mr. Kilmer mentioned a listing of files that are eligible to be disposed of is included in the Board packet. The listing is in compliance with the Open Records policy SCTA adopted and follows the state and federal guidelines for file disposal. Staff recommends approval.

Upon motion by Ms. Thompson, seconded by Ms. Love, the Board approved the Approval for File Disposal.

D. Approval of Bus Shelter Cleaning Contract –

Mr. Kilmer mentioned A RFP was issued for the cleaning and weekly trash removal at bus shelters in Lancaster and Reading. One proposal was received from The Home Cleaning Crew who is the current contractor for this service. The annual cost is \$31,360 for the base year and the same price for the two-year option requested. Staff recommends approval.

Upon motion by Ms. Wolf, seconded by Mr. Ouellet, the Board approved the Approval of Bus Shelter Cleaning Contract.

E. Approval of Operating Statement for June, 2019 –

Mr. Kilmer mentioned for the month of June 2019, ridership in Lancaster showed a 6.2% decrease with fixed route showing a 6.0% decrease and shared ride showing a 7.5% decrease. For Reading, ridership showed a 14.1% decrease with fixed route showing a 15.1% decrease and shared ride showing a .9% decrease. Total ridership for the month was 358,426 for fixed route and 42,458 for shared ride for a total of 400,884 rides for the month of June, 2019 compared to 450,656 rides last June for a decrease of 11.0% overall. It should be noted that June had five Saturdays and five Sundays, which explains the ridership loss. For the whole fiscal year, fixed route ridership is down 2.7%, while shared ride showed a 2.1% gain overall while total ridership was down 2.2% overall.

Financially for June 2019, Lancaster showed \$752,853 in operating revenue combined with operating grants of \$665,998 for total revenue of \$1,418,851 against total expenses of \$1,429,662 for a net loss of \$10,811 on shared ride. For Reading, operating revenues \$718,095 combined with operating grants of \$702,629 for total revenue of \$1,420,724 against expenses of \$1,414,984 for a net gain of \$5,740 for Special Services. Overall, for June, operating revenue was \$1,470,948 combined with operating grants of \$1,368,627 for total revenue of \$2,839,575 against total expenses of \$2,844,646 for a net loss of \$5,071 all on shared ride. For the whole fiscal year, revenue is 98.1% of budget, grants are at 93.7% of budget, and expense is 90.7% of budget.

Upon motion by Ms. Thompson, seconded by Ms. Love, the Board approved the Approval of Operating Statements for June 2019.

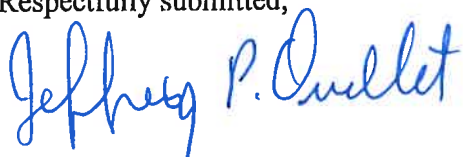
8. Public Comment

None

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:12 p.m.,
upon motion by Mr. Ouellet, seconded by Ms. Wolf.

Respectfully submitted,



Jeffrey P. Ouellet
Secretary