

SOUTH CENTRAL TRANSIT AUTHORITY
Minutes

DATE: September 16, 2020
TIME: 6:00 PM
PLACE: Virtual Meeting
PURPOSE: Regular Monthly Meeting

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

Solicitor: Sean Summers, Summers Nagy Law Offices

Staff: David W. Kilmer, Laura Hopko, Greg Downing, Jason Corbin

Guests: Mark Glatz – Easton Coach; Harry R.

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 the Minutes of the August 19, 2020 Regular Board Meeting.

Chairman Kevin Barnhardt mentioned that the minutes from the August 19, 2020 Regular Board Meeting are in the packet and approved by the board as presented.

4. Bills and Communications

None

5. Reports of Committees

A Personnel Committee – Jeff Ouellet, Chair

Mr. Kilmer mentioned there are no reports.

B. Operations Committee – Bonnie Glover, Chair

Mr. Kilmer mentioned there are no reports.

C. Finance Committee – Timothy Snyder, Chair

Mr. Kilmer mentioned there are no reports. No reports

D. Marketing Committee – Gail Landis, Chair

Mr. Kilmer mentioned the monthly marketing report is included in the packet.

6. Old Business

Approval of Contract Extension with Easton Coach – Proposed new rates are included in the Board packet for approval. The rates are based on a one-time 8% increase to deal with the losses from COVID-19 and will be reviewed at the end of May 2021 to make any final adjustments either way based on ridership. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Mr. Rex, the Board approved the Contract Extension with Easton Coach.

7. New Business

A. Resolution 18-2020 Adopting the Safety Plan for SCTA

Mr. Kilmer mentioned that in accordance with 49 CFR Part 5329, SCTA is required to develop a Safety Plan with target goals for each fiscal year. A copy of the Plan containing the target goals for FY 2021 is included in the Board packet for review. The Plan addresses the federal requirements for developing a safety plan, including the designation of an accountable executive, a chief safety officer, and the training and recordkeeping activities needed to address on-going safety at the Authority. The Safety Plan and target goals will also be approved by the MPO's in each urbanized area. Staff recommends approval.

Mr. Schlegel questioned if this plan was brand new, to which Mr. Kilmer replied that it isn't new, there just hasn't been one to this level of detail. A lot of this came about because of things that were happening on the rail side of public transit.

Upon motion by Mr. Schlegel, seconded by Ms. Glover, the Board approved the adoption of Resolution 18-2020.

B. Resolution 19-2020 Purchase of Four Hybrid Electric Fixed Route Buses for Reading

Mr. Kilmer said there are two-2008 and two-2009 buses at the end of their useful life in Reading that have scheduled for replacement. Pricing from the statewide contract with Gillig was obtained with the four buses costing \$2,912,764.00 or \$728,191.00 each. Federal and state funds are in place for this purchase. Staff recommends approval.

Mr. Rex questioned with limited routes running, are we putting less miles on buses so we won't have to purchase them as often, to which Mr. Kilmer replied that the amount of service we're now providing is less than 5%. Red Rose will return to full service October 5, 2020, and BARTA will return to full service October 19, 2020.

Upon motion by Ms. Landis, seconded by Mr. Snyder, the Board approved the purchase of the buses.

C. Approval of Purchase of Two Supervisory Vehicles

Mr. Kilmer advised that pricing was obtained from the state contract to replace two supervisory vehicles that are beyond their useful life at a cost of \$34,612.00 from the New Holland Auto Group, New Holland, PA as the dealer on the state contract. The two vehicles will be Toyota Highlanders that will be four-wheel drive. Staff recommends approval.

Ms. Glover questioned whether any supervisor could use the vehicle, to which Mr. Kilmer replied yes.

Upon motion by Mr. Ouellet, seconded by Ms. Glover, the Board approved of the purchase of the vehicles.

D. Approval of Transit Asset Management Plan (TAM) Goals for FY 2021

Mr. Kilmer mentioned that each year SCTA is required to develop target goals in reaching a state of good repair (SOGR). Based on available funding and current conditions, the target goals center around rolling stock, facilities, and equipment. A copy of the performance targets are included in the Board packet for review. The performance targets are also slated for an approval by the MPO's in each urbanized area. Staff recommends approval.

Upon motion by Mr. Snyder, seconded by Ms. Thompson, the Board approved of the Plan.

E. Approval of Sell of Excess Equipment

Mr. Kilmer said SCTA has placed two obsolete pieces of equipment on the GovDeals auction website for disposal. This includes a Prentiss "Bull Dog" vise and a green metal safe that are no longer needed. A copy of the bid results will be presented at the meeting.

Upon motion by Mr. Rex, seconded by Ms. Thompson, the Board approved of the sale.

F. Proposal for Restructuring Fixed Route Fares

Mr. Kilmer advised that a draft proposal for restructuring the bus fares in both areas is included in the Board packet. This was originally proposed in March and delayed as a result of the COVID-19 pandemic. The proposal includes an increase in the base fares and the elimination of zone fares to encourage ridership. The proposal also includes an increase in the monthly parking rates for the Queen Street Station Parking Garage that have not increased since the garage opened in 2012. A public hearing will be scheduled for both areas and final approval is slated for the October Board meeting.

Ms. Glover questioned if the new fares would take effect January 1, 2021, which Mr. Kilmer confirmed.

Mr. Kilmer mentioned that no action is needed, as this is a proposal only.

G. Approval of Operating Statement for August, 2020

Mr. Kilmer explained that for the month of August, ridership in Lancaster showed a 44.6% decrease with fixed route showing a 42.5% decrease and shared ride showing a 57.4% decrease. For Reading, ridership showed a 43% decrease with fixed route showing a 42.4% decrease and shared ride showing a 49.6% decrease. Total ridership for the month was 481,265 for fixed route and 43,008 for shared ride for a total of rides for the month of August compared to rides last August for a decrease of 40.5% overall.

Financially for August 2020, Lancaster showed \$413,540 in operating revenue combined with operating grants of \$776,067 for total revenue of \$1,189,607 against total expenses of \$1,189,606 for a \$1 gain. For Reading, operating revenues of \$421,661 combined with operating grants of \$1,002,946 for total revenue of \$1,424,607 against expenses of \$1,424,607 for a \$1 gain.

Ms. Landis asked if we have CARES funds until October 2021, to which Mr. Kilmer responded that we do have some now. The funds do not expire, but they also won't last forever.

Upon motion by Ms. Thompson, seconded by Ms. Landis, the Board approved the Operating Statement.

8. Public Comment

A gentleman named Harry asked when BARTA would return to a normal schedule, to which Mr. Kilmer responded October 19th.

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:35 p.m., upon motion by Mr. Snyder, seconded by Ms. Glover.

