

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: December 16, 2020
TIME: 6:00 PM
PLACE: Virtual Meeting
PURPOSE: Regular Monthly Meeting
ATTENDANCE: Members: Commissioner Kevin Barnhardt, Bonnie Glover, Gail Landis, James Schlegel, Timothy Snyder, Dennis Rex, Cheryl Love, and June Wolf.

Solicitor: Jill Nagy, Summers Nagy Law Offices

Staff: David W. Kilmer, Laura Hopko, Gregory Downing, Jeff Glisson, and Sharon Stephens.

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 November 18, 2020 Regular Board Meeting.

Chairman Kevin Barnhardt mentioned that the minutes from the November 18, 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

None.

B. Operations Committee – Bonnie Glover, Chair

None.

C. Finance Committee – Timothy Snyder, Chair

None.

D. Marketing Committee – Gail Landis, Chair

None.

6. Old Business

None.

7. New Business

A. Approval of Resolution 25-2020 Certifying Local Match for State Capital Funds

Approval of Resolution 25-2020 Certifying Local Match for State Capital Funds – This is the standard Resolution required by PADOT to certify that local funds are available for capital projects being funded by PADOT. The local match required is \$73,690 to fund \$2,211,249 worth of capital projects in accordance with the federal Program of Projects for FY 2020-21. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Mr. Rex, the Board approved Resolution 25-2020.

B. Approval of Extension of Parking Agreement with PADOT

Approval of Extension of Parking Agreement with PADOT – This agreement would add the Mt. Joy Parking Lot owned by PADOT to SCTA's agreement to manage and operate the new parking area near the Lancaster train station. SCTA would be reimbursed for all expenses related to the operating and maintenance of the parking lots at the new Mt. Joy train station. Staff recommends approval.

Upon motion by Ms. Wolf, seconded by Ms. Love, the Board approved the Extension of the Parking Agreement with PADOT.

C. Approval of Bids for Vehicle Disposal

Approval of Bids for Vehicle Disposal – Bids for the disposal of one bus in Reading are expected to be received prior to the Board meeting. A summary and recommendation will be presented at the meeting.

Upon motion by Ms. Glover, seconded by Mr. Schlegel, the Board approved the award of the Vehicle Disposal Bid.

D. Approval of File Disposal

Approval of File Disposal – 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 Mr. Rex, seconded by Mr. Schlegel, the Board approved of the File Disposal.

E. Approval of Tower Lease Agreement with AT&T

Approval of Tower Lease Agreement with AT&T – SCTA received an unsolicited proposal from AT&T to lease space on the radio tower in Lancaster. AT&T would be responsible for all improvements needed to accommodate their equipment and pay SCTA \$1,000 per month for the lease. There is currently a lease with T-Mobile for space on the tower that will continue. The agreement has been reviewed by the solicitor and staff is requesting approval to sign the final agreement pending final review and approval of the solicitor.

Upon motion by Mr. Schlegel, seconded by Mr. Snyder, the Board approved the Tower Lease Agreement with AT&T.

F. Approval of MPO Representatives for Lancaster and Reading

Approval of MPO Representatives for Lancaster and Reading – The two MPO's require SCTA to officially designate the representatives to the RATS and LATS MPO Technical and Coordinating Committees. A copy of the recommended appointments is included in the Board Packet.

Upon motion by Ms. Glover, seconded by Ms. Love, the Board approved the MPO Representatives for Lancaster and Reading.

G. Fiscal Year Summary

Fiscal Year Summary – A copy of the five-year fiscal year summary for SCTA is included in the Board packet for review. No action is required.

H. Donate 2008 Gillig Bus to Biddeford Sacco OOB Transit.

SCTA received another request from Biddeford, Maine about transferring another obsolete bus. We have one up for bid this month, but also had a second bus that we were going to bid later - #861.

Upon motion by Ms. Glover, seconded by Ms. Love, the Board approved the lease agreement with Biddeford Sacco OOB Transit.

I. Approval of Operating Statement for November, 2020

Approval of Operating Statement for November, 2020 - For the month of November, ridership in Lancaster showed a 44.9% decrease with fixed route showing a 44.4% decrease and shared ride showing a 48.3% decrease. For Reading, ridership showed a 43.9% decrease with fixed route showing a 43.7% decrease and shared ride showing a 46.2% decrease. Total ridership was 2210,299 for fixed route and 21,234 for shared ride for a total for the month of November at 231,533 compared to 415,607 rides last November for a decrease of 44.3% overall.

Financially for November, 2020, Lancaster showed \$399,609 in operating revenue combined with operating grants of \$795,130 for total revenue of \$1,194,739 against total expenses of \$1,194,738. For Reading, operating revenues of \$409,912 combined with operating grants of \$747,544 for total revenue of \$1,157,456 against expenses of \$1,157,456.

Upon motion by Mr. Snyder, seconded by Ms. Landis, the Board approved the Operating Statement for November, 2020.

J. Appointment of Nominating Committee

Commissioner Barnhardt nominating Mr. Jim Snyder and Ms. Gail Landis to the Nominating Committee.

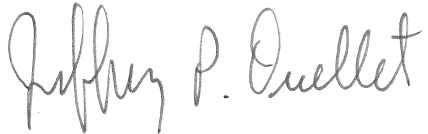
8. Public Comment

None.

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:19 p.m., upon motion by Ms. Glover, seconded by Mr. Schlegel.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jeffrey P. Ouellet".

Jeffrey P. Ouellet
Secretary