

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: May 19, 2021
TIME: 6:00 PM
PLACE: Virtual Meeting
PURPOSE: Regular Monthly Meeting
ATTENDANCE: Members: June Wolf, Commissioner Kevin Barnhardt, Bonnie Glover, Gail Landis, Cheryl Love, Jeffrey Ouellet, Dennis Rex, and James Schlegel.

Solicitor: Jill Nagy, Summers Nagy Law Offices

Staff: David Kilmer, Greg Downing, Jeffrey Glisson, Laura Hopko, Sharon Stephens, Dominique Thompson, and Natasha Steffenhagen.

Guests: Michael Golembiewski, Berks County Planning Commission; Steven Newsham, Amalgamated Transit Union #1345.

ORDER OF BUSINESS:

1. Call to Order

Chairwoman June Wolf called the meeting to order at 6:02 p.m.

2. Public Comment on Agenda Items

None.

3. Approval of the Minutes of the April 21, 2021 Regular Board Meeting.

Upon motion by Bonnie Glover, seconded by Jeff Ouellet, the Board minutes were approved as presented

4. Bills and Communications

A. None

5. Reports of Committees

- A. Personnel Committee – Jeff Ouellet, Chair
- B. Operations Committee – Bonnie Glover, Chair
- C. Finance Committee – Timothy Snyder, Chair
- D. Marketing Committee – Gail Landis, Chair

Upon motion by Mr. Rex, seconded by Mr. Schlegel, the Reports of Committees are approved as presented.

6. Old Business

- A. Draft FY 2021-2022 Operating Budget – A copy of the proposed operating budget for FY 2022 is included in the board packet. The draft budget includes allowances for the continued COVID measures to keep the fleet and facilities clean and the effects on the revenue and passengers. Staff recommends approval of the FY 2022 Operating Budget.

Upon motion by Ms. Glover, seconded by Mr. Ouellet, the Board approved the Operating Budget.

- B. Draft FFY 2021 Program of Projects – A copy of the draft Program of Projects for FFY 2021 is included in the board packet for review. The Program of Projects proposes how SCTA will utilize the federal funding apportioned to both urbanized areas for transit related projects. SCTA will schedule a public hearing on the Program of Projects in both service areas prior to the May meeting. Staff recommends approval of the FFY 2021 Program of Projects and Capital Budget for FY 2021.

Upon motion by Mr. Schlegel, seconded by Ms. Love, the Board approved the Program of Projects.

7. New Business

- A. Resolution 08-2021 Engineering and Design Services for Shared Ride Facility - SCTA received four proposals for the design and engineering for the construction of a new shared ride facility. The scope of work also includes an alternative site analysis and acquisition of property for the new facility. The proposals were reviewed by an in-house team and included interviews with the two top rated firms. A recommendation will be presented at the meeting. The expected contract amount will be roughly \$2 Million for all related services for this project.

Upon motion by Mr. Ouellet, seconded by Ms. Glover, the Board approved Resolution 08-2021.

- B. Award of Tire Lease Bids - Two bids were received in response to the invitation for bid: Bridgestone Americas Tire Operations, Nashville, TN and The Goodyear Tire & Rubber Company, Akron, OH. The bids received were evaluated based on the criteria described in the IFB. Staff recommends awarding a Two Year Base contract for the lease of transit vehicle tires to Bridgestone Americas Tire Operations, Nashville, at an annual cost for the first base year of \$91,708.42 or at a total cost over the two base years of \$186,156.45.

Upon motion by Mr. Barnhardt, seconded by Mr. Rex, the Board approved the award of the tire lease bids to Bridgestone Americas Tire Operations.

- C. Award of Bids for Vehicle Disposal – Two vehicles were listed for disposal this month. A bus in Lancaster and a van in Reading. Results of the bids will be presented at the Board meeting.

Upon motion by Ms. Glover, seconded by Mr. Ouellet, the Board approved the awards of the bids for vehicle disposal.

- D. PADOT Performance Review – Action Plan – SCTA received the Performance Review Report from PADOT based on their Consultants findings. A copy of the report is included in the Board packet for your review. The Performance Report requires SCTA to agree to

the Action Plan included in the report with a timetable to complete the various items. A copy of the proposed Action Plan with timetable is attached for your review. Staff recommends approval of the Action Plan.

Upon motion by Mr. Schlegel, seconded by Mr. Rex, the Board approved the PADOT Performance Review.

- E. Approval of Operating Statement for April, 2021 - For the month of April, ridership in Lancaster showed a 69.0% increase with fixed route showing a 65.9% increase and shared ride showing a 94.7% increase. For Reading, ridership showed an 89.0% increase with fixed route showing a 87.2% increase and shared ride showing a 118.6% increase. Total ridership was 261,841 for fixed route and 24,822 for shared ride for a total for the month of April at 290,032 compared to 159,619 rides last April for an increase of 81.7% overall.

Financially for April, 2021, Lancaster recorded \$396,952 in operating revenue combined with operating grants of \$663,953 for total revenue of \$1,060,905 against total expenses of \$1,027,478. For Reading, operating revenues of \$457,832 combined with operating grants of \$843,048 for total revenue of \$1,300,880 against expenses of \$1,390,543. For the first ten months of the fiscal year, operating revenue is at 42.5% and operating grants are 105.3% for total revenue of 72.7% compared to expenses at 73.2%.

Upon approval by Mr. Barnhardt, seconded by Ms. Love, the Board approved the Operating Statement for April, 2021.

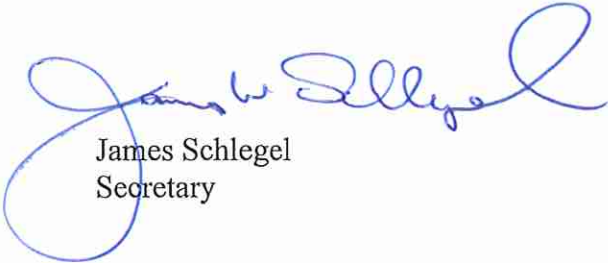
8. Public Comment

None.

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:24 p.m., upon motion by Ms. Glover and seconded by Mr. Schlegel.

Respectfully Submitted,



James Schlegel
Secretary