

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: June 16, 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, Timothy Snyder, and James Schlegel.

Solicitor: Jill Nagy, Summers Nagy Law Offices

Staff: David Kilmer, Greg Downing, Jeffrey Glisson, Sharon Stephens, Dominique Thompson, and Czarina Ellis.

Guests: Dave Flowers, Berks County Planning Commission; Steven Newsham, Amalgamated Transit Union #1345, Rich Lobron, Modeshift, Alex Litchfield, Brianna Downing.

ORDER OF BUSINESS:

1. Call to Order

Chairwoman June Wolf called the meeting to order at 6:00 p.m.

2. Public Comment on Agenda Items

None.

3. Approval of the Minutes of the May 19, 2021 Regular Board Meeting.

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

6. Old Business - None

7. New Business

A. Appointment of Executive Director – Chairwoman Wolf announced that Mr. Kilmer will be retiring from SCTA at the end of the year and the Board is recommending that Mr. Greg Downing be appointed as the new Executive Director effective July 1, 2021.

Upon motion by Ms. Glover and seconded by Commissioner Barnhardt, the Board approved the appointment of Mr. Downing as the new Executive Director.

Chairwoman Wolf also recommended that Mr. Kilmer be appointed as the Executive Manager effective July 1, 2021 to provide assistance during the transition period till the end of the year.

Upon motion by Ms. Landis and seconded by Ms. Love, the Board approved the appointment of Mr. Kilmer to the position of Executive Manager.

B. Resolution 09-2021 Certifying Local Match – Mr. Kilmer noted that this is a standard required Resolution certifying that SCTA will provide the local match for its state operating grant. Mr. Kilmer noted that both Lancaster and Berks Counties have already certified that they will provide the local match for the upcoming fiscal year.

Upon motion by Mr. Ouellet and seconded by Ms. Glover, the Board approved the Resolution certifying the local match for state operating funds.

C. Resolution 10 -2021 Award of Mobile Ticketing Services – Mr. Downing noted that there were six proposals received to provide mobile ticketing options for the Authority. Based on reviews by an in-house committee and the pricing received, it is recommended that a contract be awarded to Modeshift to provide Mobile Ticketing Services for SCTA at a cost of \$719,820.

Upon motion by Commissioner Barnhardt and seconded by Mr. Ouellet, the Board approved the Resolution to award Mobile Ticketing Services to Modeshift.

D. Approval of Marketing Plan for FY 2022 – Mr. Kilmer noted that the Marketing Plan had been sent to the Marketing Committee for review and comment. The Committee provided good comments and feedback that was incorporated into the Plan. Mr. Kilmer noted that the Plan is focusing on returning back to normal from the pandemic and focuses on building relationships with the business community for providing access to jobs.

Upon motion by Ms. Glover and seconded by Mr. Rex, the Board approved the Marketing Plan for FY 2022.

E. Approval to Purchase Computer Server – Mr. Kilmer recommended approval to purchase a new computer server off the state contract with Dell at a cost of \$21,592.69 in order to keep the Authority's IT infrastructure up to date.

Upon motion by Ms. Glover and seconded by Mr. Snyder, the Board approved the purchase of a new computer server.

F. Approval of Contract with Berks County for Special Services – Mr. Kilmer presented the contract amendment for Berks County to provide Special Services for the Office of Aging based on the current rates for FY 2022.

Upon motion by Commissioner Barnhardt and seconded by Mr. Schlegel, the Board approved the contract amendment with Berks County.

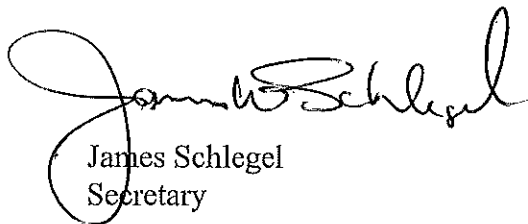
G. Approval of Operating Statement for May, 2021- For the month of May, ridership in Lancaster showed a 37.6% increase with fixed route showing a 33.9% increase and shared ride showing a 71.2% increase. For Reading, ridership showed a 70.1% increase with fixed route showing a 69.6% increase and shared ride showing a 78.8% increase. Total ridership was 260,523 for fixed route and 22,922 for shared ride for a total for the month of May at 283,445 compared to 179,808 rides last May for an increase of 57.6% overall. This compares to 384,578 for fixed route and 46,677 for shared ride for May of 2019 for total passengers of 431,255 prior to the pandemic that results in ridership still being down 35% overall.

Financially for May, 2021, Lancaster recorded \$397,210 in operating revenue combined with operating grants of \$788,324 for total revenue of \$1,185,578 against total expenses of \$1,183,578. For Reading, operating revenues of \$407,431 combined with operating grants of \$619,705 for total revenue of \$1,027,136 against expenses of \$1,000,255. For the first eleven months of the fiscal year, operating revenue is at 46.7% and operating grants are 113.2% for total revenue of 78.7% compared to expenses at 79.1%.

Upon motion by Commissioner Barnhardt and seconded by Ms. Glover, the Board approved the May Operating Statement subject to audit.

With no further business to discuss, the meeting adjourned at 6:17 p.m., upon motion by Commissioner Barnhardt and seconded by Ms. Glover.

Respectfully Submitted,



James Schlegel
Secretary