

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: October 20, 2021
TIME: 6:00 PM
PLACE: Virtual Meeting
PURPOSE: Regular Monthly Meeting
ATTENDANCE: Members: June Wolf, Commissioner Kevin Barnhardt, Bonnie Glover, Gail Landis, Jeffrey Ouellet, Dennis Rex, and James Schlegel.

Solicitor: Jill Nagy, Summers Nagy Law Offices

Staff: David Kilmer, Greg Downing, Jeffrey Glisson, Sharon Stephens, Dominique Thompson

Guests: Michael Golembiewski, Berks County Planning; Chris Winters, Olevit Boys & Girls Club

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 September 15, 2021 Regular Board Meeting.

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

6. Old Business - None

7. New Business

- A. Presentation of Draft Audit for FY 2021 – Mr. Downing noted a copy of the draft audit was presented by RKL to the Finance Committee prior to the meeting and copies were emailed to all Board members. No action is needed. Mr. Kilmer noted that there were no issues or finding with the audit. Final approval will be at the November Board meeting.
- B. Resolution 19-2021 Local Match for State Capital Assistance – Mr. Downing noted that this is the standard Resolution for the state capital assistance. SCTA is expected to receive \$2,165,901 in state capital assistance that will require a local match of \$72,184. Staff recommends approval.

Upon motion by Mr. Schlegel seconded by Ms. Landis, the Resolution for the Local Match was approved as presented.

- C. Award of Schedule Printing Bids – Mr. Downing noted that bids were received for the annual printing of bus schedules on October 14, 2021. Only one bid was received from Engle Printing and Publishing Company, Inc at a cost of \$27,282.77 for both Lancaster and Reading schedules. Staff recommends approval. Mr. Schelegel asked whether the bid was greater than last year's and Mr. Gleason noted that it was about \$7,000 more due to the higher prices now for supplies.

Upon motion by Ms. Glover and seconded by Mr. Schlegel, the award of printing bids to Engle Printing and Publishing Company was approved.

- D. Approval for Annual File Disposal – Mr. Downing noted that a copy of the file disposal list is included in the Board packet for review and approval. The listing of files for disposal is in accordance with the file disposal policy and Open Records law. Staff recommends approval.

Upon motion by Commissioner Barnhardt, seconded by Mr. Rex, the disposal of files was approved.

- E. Donation of Obsolete Van to Boys & Girls Club – Mr. Downing noted that the Boys & Girls Club in Reading is in need of a non-CDL van to provide transportation for needy children in the community. Reading is expected to be disposing of several vans at the end of October with the delivery of three new vans. Mr. Winters expressed his appreciation on behalf of the Olivet Boys & Girls Club and stated the van will be used to transport at risk children from school to home and to programs that will help keep them out of danger. Staff recommends approval.

Upon motion by Ms. Landis, seconded by Commissioner Barnhardt, the donation of an obsolete van to the Olivet Boys and Girls Club was approved.

- F. Approval to Purchase Bobcat – Ms. Wolf noted that there is an addition to the Agenda for the purchase of a Bobcat. Mr. Downing noted that pricing was received to purchase a new Bobcat for the Lancaster operation to assist in snow removal at the main facility and the parking lots being managed by SCTA for PADOT. The price for the Bobcat is \$65,906.06. Mr. Kilmer noted that the pricing is from the state contract. Staff recommends approval.

Upon motion by Commissioner Barnhardt, seconded by Mr. Ouellet, the purchase of a new Bobcat for \$65,906.06 was approved.

- G. Approval of September Operating Statement - Mr. Downing noted that for the month of September, ridership in Lancaster showed a 3.1% decrease with fixed route showing a 5.8% decrease and shared ride showing a 17.1% increase. For Reading, ridership showed a 50.6% increase with fixed route showing a 53.5% increase and shared ride showing a 14.6% increase. Total ridership was 292,344 for fixed route and 25,838 for shared ride for a total for the month of July at 318,182 compared to 246,852 rides last September for an increase of 28.9% overall. This compares to 381,410 for fixed route and 42,557 for shared ride for September, 2019 for total passengers of 423,967 prior to the pandemic that results in ridership still being down 25.0% overall.

Financially for September, 2021, Lancaster recorded \$456,433 in operating revenue combined with operating grants of \$674,493 for total revenue of \$1,130,926 against total expenses of \$1,939,236 for a net loss of \$808,310 for shared ride. For Reading, operating revenues of \$442,580 combined with operating grants of \$811,739 for total revenue of \$1,254,319 against expenses of \$1,554,298 for a loss of \$299,979 on shared ride. The loss for shared ride is a result of the added expense for shared ride for FY 2021 as approved at the September meeting to make up for the loss in ridership. The added expense will be funded by SCTA's added federal funds to deal with COVID. For the third month of the fiscal year, operating revenue is at 15.0% and operating grants are 24.0% for total revenue of 19.8% compared to expenses at 23.5%.

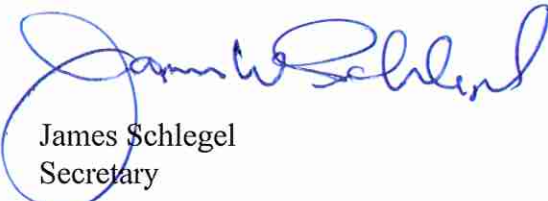
Upon motion by Commissioner Barnhardt, seconded by Mr. Rex, the operating statement for September, 2021 was approved subject to audit.

8. Public Comment – Ms. Wolf asked if there was any comments from the public and none were heard.

Commissioner Barnhardt noted that this was the last meeting for Mr. Rex as his position on the Board was being filled next week by the Commissioners. Mr. Barnhardt expressed his appreciation along with entire Board for the time Mr. Rex has spent on the Board and his contributions. Mr. Rex noted that he has enjoyed his time on the Board and expressed his appreciation to the Board and the staff.

With no further business to discuss, the meeting adjourned at 6:27 p.m., upon motion by Commissioner Barnhardt and seconded by Mr. Schlegel.

Respectfully Submitted,



James Schlegel
Secretary