

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: November 18, 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, Jeffrey Ouellet, and June Wolf.

Solicitor: Jill Nagy, Summers Nagy Law Offices

Labor Attorney: Susan Friedman, Stevens & Lee

Staff: David W. Kilmer, Laura Hopko, Jeffrey Glisson, Gregory Downing, Sharon Stephens, Czarina Ellis, and Natasha Steffenhagen.

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 October 21, 2020 Regular Board Meeting.

Chairman Kevin Barnhardt mentioned that the minutes from the October 21, 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

A. Approval of FY 2020 Audits

Upon motion by Ms. Glover, seconded by Mr. Rex, the Board approved the FY 2020 Audits.

7. New Business

A. Approval of Management Agreement with Berks Area Regional Transportation Authority (BARTA)

Approval of Management Agreement with Berks Area Regional Transportation Authority (BARTA) – The existing management contract with BARTA expired on June 30, 2020 after an initial five year agreement as part of the merger to create SCTA. A copy of the agreement is included in the Board packet for review that would extend the management agreement for another year ending June 30 2021. The new agreement would be retroactive to July 1, 2020. Staff recommends approval.

Upon motion by Mr. Ouellet, seconded by Ms. Glover, the Board approved the Management Agreement with BARTA.

B. Approval of Management Agreement with Red Rose Transit Authority (RRTA)

Approval of Management Agreement with Red Rose Transit Authority (RRTA) - The existing management contract with RRTA expired on June 30, 2020 after an initial five year agreement as part of the merger to create SCTA. A copy of the agreement is included in the Board packet for review that would extend the management agreement for another year ending June 30, 2021. The new agreement would be retroactive to July 1, 2020. Staff recommends approval.

Upon motion by Mr. Rex, seconded by Ms. Landis, the Board approved the Management Agreement with RRTA.

C. Approval of Lease Agreement with BARTA

Approval of Lease Agreement with BARTA – As part of the management agreement with SCTA, a copy of the lease agreement for BARTA facilities is included in the Board packet for review. The lease provides for SCTA the authority to spend funds on the maintenance and operation of the facilities needed for service. The lease is for another year and will expire on June 30, 2021. The agreement is retroactive to July 1, 2020. Staff recommends approval.

Upon motion by Ms. Wolf, seconded by Mr. Schlegel, the Board approved the Lease Agreement with BARTA.

D. Approval of Lease Agreement with RRTA

Approval of Lease Agreement with RRTA - As part of the management agreement with SCTA, a copy of the lease agreement for RRTA facilities is included in the Board packet for review. The lease provides for SCTA the authority to spend funds on the maintenance and operation of the facilities needed for service. The lease is for another year and will expire on June 30, 2021. The agreement is retroactive to July 1, 2020. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Ms. Love, the Board approved the Lease agreement with RRTA.

E. Resolution 21-20 Statewide Purchase of Thirty Foot Buses

Resolution 21-20 Statewide Purchase of Thirty Foot Buses - SCTA has taken the lead for the third time for the statewide purchase of buses on behalf of small transit systems in Pennsylvania. A RFP was issued in September and one proposals was received and reviewed by a committee comprised of maintenance directors from four PA transit systems. Due to the limited number of vendors for thirty foot buses capable of using CNG power, the award of this size bus was separated from the larger size buses. Based on the review and rankings of the proposals and the Best and Final Offers made by the proposers, the committee recommends that the award be made to Gillig at a base price of \$405,699 for diesel and \$458,210 for CNG powered buses. Staff recommends award.

Upon motion by Mr. Ouellet, seconded by Ms. Glover, the Board approved Resolution 21-20.

F. Resolution 22-20 Statewide Purchase of Thirty-five and Forty Foot Buses

Resolution 22-20 Statewide Purchase of Thirty-five and Forty Foot Buses - SCTA has taken the lead for the third time for the statewide purchase of buses on behalf of small transit systems in Pennsylvania. A RFP was issued in September and two proposals were received and reviewed by a committee comprised of maintenance directors from four transit systems. Based on the review and rankings of the proposals and the Best and Final Offers made by the proposers, the committee recommends that the award be made to Gillig at the prices included in the Resolution. Staff recommends approval.

Upon motion by Mr. Rex, seconded by Ms. Landis, the Board approved Resolution 22-20.

G. Resolution 23-20 Award of Lighting Contract at BARTA Transportation Center

Resolution 23-20 Award of Lighting Upgrade Contract at BARTA Transportation Center – Bids were solicited to replace and upgrade the ceiling lighting at the BTC. This is part of the ongoing effort to make upgrades to the BTC and as a result of the removal of the suspended ceiling due to safety issues. There were two bids received and the lowest price was submitted by Hirneisen Electric, Inc. at a price of \$79,724.00. There are capital funds budgeted and available to do this work. Staff recommends approval.

Upon motion by Mr. Snyder, seconded by Mr. Rex, the Board approved Resolution 23-30.

H. Resolution 24-20 Award of Fire Protection Contract at BARTA Transportation Center

Resolution 24-20 Award of Mechanical/Fire Protection Contract at BARTA Transportation Center - Bids were solicited to replace and upgrade the fire protection systems including the fire alarm system and the sprinkler system at the BTC. This is part of the ongoing effort to make upgrades to the BTC and as a result of the removal of the suspended ceiling due to safety issues. There was only one bid received and was submitted by SA Comunale at a price of \$248,168.00. There are capital funds budgeted and available to do this work. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Ms. Love, the Board approved Resolution 24-20.

I. Award of Natural Gas Bids

Award of Natural Gas Bids – Bids were solicited to provide natural gas at several of SCTA facilities for a one year period. Due to the market conditions, bids will be received prior to the Board meeting and a recommendation will be made at the meeting.

Upon motion by Ms. Glover, seconded by Mr. Schlegel, the Board approved the award of the Natural Gas Bid to WGL Energy Services, Inc..

J. Award of Vehicle Parts Bids

Award of Vehicle Parts Bids – Bids were solicited to provide bus and van parts for the next twelve month period. The parts were grouped by different classifications such as filters, engine parts, air conditioning, brakes, etc. A total of 11 suppliers bid various parts and were tabulated on the spreadsheet included in the Board packet. Based on the prices received for the various groupings, staff recommends award to the lowest bidders as identified on the bid tabulation sheet.

Upon motion by Mr. Ouellet, seconded by Ms. Landis, the Board approved the Award of Vehicle Parts Bids to the individual companies who were low bidders.

K. Award of Vehicle Disposal Bids

Award of Vehicle Disposal Bids - There were five 2014 vans in Reading that were placed on the public auction website for disposal. A copy of the bid tabulation and recommendation will be presented at the meeting.

Upon motion by Ms. Glover, seconded by Mr. Rex, the Board approved the Award of Vehicle Disposal Bids to the lowest bidders.

L. Approval of Operating Statement for October, 2020

Approval of Operating Statement for October, 2020 - For the month of October, ridership in Lancaster showed a 44.6% decrease with fixed route showing a 43.7% decrease and shared ride showing a 50.7% decrease. For Reading, ridership showed a

43.6% decrease with fixed route showing a 43.2% decrease and shared ride showing a 48.3% decrease. Total ridership was 240,143 for fixed route and 24,208 for shared ride for a total for the month of October at 264,351 compared to 472,009 rides last October for a decrease of 44.0% overall.

Financially for October, 2020, Lancaster showed \$435,624 in operating revenue combined with operating grants of \$1,226,179 for total revenue of \$1,661,803 against total expenses of \$1,661,803. For Reading, operating revenues of \$464,379 combined with operating grants of \$1,218,669 for total revenue of \$1,683,048 against expenses of \$1,683,047 for a \$1 loss.

Upon motion by Mr. Ouellet, seconded by Ms. Wolf, the Board approved the Operating Statement for October, 2020.

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, seconded by Ms. Love.

Respectfully submitted,



Jeffrey P. Ouellet
Secretary