

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: April 19, 2017

TIME: 6:00 p.m.

PLACE: SCTA
1700 N. 11th St.
Reading, PA 19604

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: **Members:** Commissioner Kevin Barnhardt, Bonnie Glover, Gail Landis, Dennis Rex, James Schlegel, Timothy Snyder and June Wolf.

Solicitor: Jill Nagy, Summers Nagy Law Offices

Staff: David W. Kilmer, Jeffrey Glisson, Melanie Heffner and Daniel Russell

Guests: William Frees and John Doerrman,– Amalgamated Transit Union #1345 and Valdis Lacis - Reading Eagle.

ORDER OF BUSINESS:

1. Call to Order

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

2. Public Comment on Agenda Items

None

3. Approval of Minutes of the March 15, 2017 Regular Board Meeting.

Upon motion by Mr. Barnhardt, seconded by Mr. Snyder the Board approved the March 15, 2017 Board Meeting Minutes.

4. Bills and Communications

None

5. Reports of Committees

A. Personnel Committee

None

B. Operations Committee

None

C. Finance Committee

None

D. Marketing Committee

Mr. Barnhardt reported on behalf of Mrs. Landis that the monthly marketing report was included in the packet.

Upon motion by Mr. Rex, seconded by Ms. Glover the Board approved the Committee Reports.

6. Old Business

None

7. New Business

A. Approval of FY 2018 Operating and Capital Budget

Mr. Kilmer mentioned the proposed budget for FY 2017-18 includes adding fixed route service in both Berks and Lancaster Counties of roughly 5-6,000 hours of service and a fare increase for both shared ride services in order to keep pace with the costs. The only unknown factor will be the price of fuel beginning in April of 2018 when the current two-year contract expires. Overall, the budget is \$34,280,221, which is a 6.4 % increase in expenses mostly due to the proposed additional fixed route service. Staff recommends approval.

Upon motion by Mr. Barnhardt, seconded by Mr. Rex, the Board Approved FY 2018 Operating and Capital Budget.

B. Program of Projects FFY 2017

Mr. Kilmer mentioned this is the proposed program on how SCTA will allocate the federal funds allocated to both urbanized areas. Congress has only allocated funds for part of FFY 2017, but there are currently projects that can still be accomplished even with partial funds. A public hearing will be scheduled in both communities on the proposed use of these funds before the next Board meeting. No action needed at this meeting.

C. Proposed Fare Increase – BARTA Special Services

Mr. Kilmer mentioned in order to continue improving the cost recovery of Special Services, a fare increase is being proposed for FY 2018. A copy of the proposed fares are included in the packet and a public hearing will be scheduled before the next Board meeting when action will be needed on the fares. Overall, the increase is roughly 15% raising the average fare per trip from \$23.32 to \$26.88. No action needed at this time.

D. Proposed Fare Increase – Red Rose Access Services

Mr. Kilmer mentioned in order to maintain the cost recovery for the shared ride service and keep pace with expenses, a fare increase is proposed as shown on the attached notice in the Board packet. A public hearing will be held before the next Board meeting when action will be needed on the fares. Overall, The increase is roughly 5% raising the average fare per trip from \$23.73 to \$24.92. No action needed at this time.

E. Approval to Purchase Fareboxes – Lancaster

Mr. Kilmer mentioned with the purchase of eight new hybrid buses in Lancaster that are due to be delivered in early July, the existing fareboxes for the buses being replaced will not fit properly on the new low floor buses. In order to use the existing fareboxes, eight pedestals, cables, and cash boxes will need be purchased from Genfare, our farebox supplier, at a cost of \$25,409.28. These parts will be funded through the bus grant. Staff recommends approval.

Upon motion by Mr. Barnhardt, seconded by Mr. Rex, the Board approved the purchase of Fareboxes.

F. Approval to Purchase Parts Storage Cabinets – Reading

Mr. Kilmer mentioned this is to purchase additional parts storage cabinets for maintenance to improve the efficiency of parts storage. The supplier is Stanley Black&Decker that provided the previous cabinets and is on the state contract. The total price is \$33,591.14 as shown on the order sheet included in the packet. Funding is available from state capital funds already in place. Staff recommends approval.

Upon motion by Mr. Rex, seconded by Mr. Snyder, the Board approved the purchase of Parts Storage Cabinets.

G. Approval of SCTA Drug & Alcohol Policy

Mr. Kilmer mentioned the recent FTA review of all the policies and procedures related to the federal regulations revealed that the current policies needed to be updated to be in compliance. The FTA has taken a more simplistic approach to the policy by reducing the amount of references to the regulations than when it was first implemented in 1996. A copy of the revised policy is included in the Board packet. Once approved, it will be distributed to staff. Staff recommends approval.

Upon motion by Mr. Barnhardt, seconded by Ms. Landis, the Board approved the SCTA Drug & Alcohol Policy.

H. Resolution 5-17 Filing of Consolidated Capital Application

Mr. Kilmer mentioned this Resolution allows SCTA to file a grant application for state capital funds to match federal funds and for state funded projects for FY

2018. The total amount being requested is \$1,482,868 of discretionary funds. A copy of the Resolution and the listing of capital projects for FY 2018 are included in the Board packet. Staff recommend approval.

Upon motion by Mr. Schlegel, seconded by Ms. Glover, the Board approved Resolution 5-17 Filing of Consolidated Capital Application.

I. Approval of March, 2017 Financial and Operating Reports

Approval of March, 2017 Operating Statement - For the month of March, total ridership in Lancaster showed an 12.5% decrease with fixed route showing a 13.4% decrease and shared ride showing a 6.9% decrease. For Reading, total ridership showed a 5.8% decrease with fixed route showing a 5.4% decrease and shared ride showing a 10.6% decrease. Total ridership for the month was 376,373 for fixed route and 44,198 for shared ride for a total of 420,571 rides for the month of March, 2017 compared to 460,577 last March for a decrease of 8.7% overall. It should be noted that one service day was lost due to the snowstorm in early March, which also negatively affected ridership for all services.

Financially for March 2017, Lancaster showed \$836,666 in operating revenue combined with operating grants of \$573,568 for total revenue of \$1,410,234 against total expenses of \$1,408,146 for a gain of \$2,089. For Reading, operating revenues \$776,418 combined with operating grants of \$516,392 for total revenue of \$1,292,810 against expenses of \$1,354,716 for a loss of \$61,906 for Special Services. For the fiscal year, operating revenues are slightly under budget by 2.3%, but expenses are also under budget by 1.8%. The difference is the loss for Special Services.

Upon motion by Mr. Barnhardt, seconded by Mr. Rex, the Board approved the Financial and Operating Reports for March 2017 subject to audit.

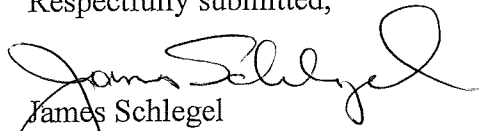
8. Public Comment

None

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:25 p.m., upon motion by Mr. Barnhardt, seconded by Mr. Snyder.

Respectfully submitted,


James Schlegel
Secretary