

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: April 17, 2019

TIME: 6:00 p.m.

PLACE: 1700 N. Eleventh Street
Reading, PA

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: **Members:** Commissioner Kevin Barnhardt, Bonnie Glover, Gail Landis, Cheryl Love, Dennis Rex, James Schlegel, and Sandra Thompson

Solicitor: Jill Nagy, Summers Nagy Law Offices

Staff: David W. Kilmer, Laura Hopko, Jeffrey Glisson, Sharon Stephens, and Rhonda Baer

Guests: Mark Glatz – Easton Coach, John Doerrman and William Frees - Amalgamated Transit Union #1345, Michael D. Golembiewski – Berks County MPO

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 Minutes of the March 20, 2019 Regular Board Meeting.

Chairman Kevin Barnhardt mentioned the minutes from the March 20, 2019 regular Board Meeting is in the packet.

Upon motion by Ms. Glover, seconded by Ms. Landis, the Board approved the minutes from the March 20, 2019 Regular Board Meeting.

4. Bills and Communications

Mr. Kilmer mentioned there is none.

5. Reports of Committees

A. Personnel Committee

Mr. Kilmer, on behalf of Mr. Ouellet, mentioned there are no reports.

B. Operations Committee

Ms. Glover mentioned there are no reports.

C. Finance Committee

Chairman Barnhardt, on behalf of Mr. Snyder, mentioned there are no reports.

D. Marketing Committee

Ms. Landis reported the monthly marketing report is included in the packet. Ms. Landis presented, on behalf of Reading Bridges.net website, the Governor's Award for Local Government Excellence for our Innovative Community in Government Initiative and Partnerships.

Upon motion by Ms. Thompson, seconded by Mr. Rex, the Board approved the Reports of Committees.

6. Old Business

None

7. New Business

A. Resolution 02-19 Purchase of Solar Bus Shelters –

Mr. Kilmer mentioned proposals were received from two bus shelter manufacturers to supply solar powered bus shelters. Staff has reviewed the proposals and recommend the award be made to Tolar Manufacturing Company, Inc. located in Corona, California at a unit price of \$9,575.00. It is expected that up to 25 shelters will be purchased. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Mr. Schlegel, the Board approved Resolution 02-19 Purchase of Solar Bus Shelters.

B. Award of Bus Operator Uniforms -

Mr. Kilmer mentioned four bids were received for the purchase of bus operator uniforms for both locations. A tally of the bids was included in the Board packet. Based on the bids received for the two year time period, Embroidery and Uniforms LLC from West Reading for up to \$23,680.17 based on the expected quantities. Staff recommends approval.

Upon motion by Ms. Landis, seconded by Ms. Love, the Board approved the Award of Bus Operator Uniforms to Embroidery and Uniforms LLC, West Reading.

C. Approval of Agreement with Clydesdale Bus Company –

Mr. Kilmer mentioned a draft agreement is included in the Board packet that would allow Clydesdale Bus Company to pick-up their customers inside the BARTA Transportation Center. This is a start-up company that is providing van service to Philadelphia and New York to replace the service that was abandoned by Beiber Bus Company in Reading. Clydesdale has been able to provide the required insurance coverage. The pickup location would be coordinated with the regular bus service to ensure there are no conflicts in times. Staff recommends approval.

Upon motion by Ms. Landis, seconded by Mr. Rex, the Board approved the Approval of Agreement with Clydesdale Bus Company.

D. Approval of Letter of Intent for Joint Development of Queen Street Station –

Mr. Kilmer mentioned there has been unsolicited interest again in building on top of the Queen Street Station Parking garage in Lancaster. A draft Letter of Intent is included in the Board packet that would provide for the development rights pending final negotiations of an agreement to build on top. The developer would have until December 31, 2019 to present final plans and negotiate an agreement. There have been five RFP's issued over the years to solicit a potential developer with no success. Staff recommends approval.

Upon motion by Ms. Thompson, seconded by Ms. Glover, the Board approved the Approval of Letter of Intent for Joint Development of Queen Street Station.

E. Draft Operating and Capital Budgets for FY 2020 –

Mr. Kilmer mentioned a copy of the draft operating and capital budgets is presented at the meeting. The budget included adding services and restructuring fixed route fare services in both communities. No action was required this month.

F. Approval of Operating Statements for March, 2019 –

Mr. Kilmer mentioned for the month of March total ridership in Lancaster showed a 2.4% increase with fixed route showing a 1.8% increase and shared ride showing a 5.8% increase. For Reading, total ridership showed a 2.4% decrease with fixed route showing a 3.5% decrease and shared ride showing a 10.9% increase. Total ridership for the month was 373,293 for fixed route and 44,450 for shared ride for a total of 417,743 rides for the month of March, 2019 compared to 419,881 rides last March for a decrease of .5% overall. For the nine months of the fiscal year, fixed route ridership is down 2.2%, while shared ride showed a 3.0% gain overall.

Financially for March 2019, Lancaster showed \$759,447 in operating revenue combined with operating grants of \$571,980 for total revenue of \$1,331,427 against total expenses of \$1,318,255 for a net gain of \$13,172 on shared ride. For Reading, operating revenues \$743,273 combined with operating grants of \$661,795 for total revenue of \$1,405,068 against expenses of \$1,488,152 for a net loss of \$83,084 for Special Services. Overall, for March, operating revenue was \$1,502,720 combined with operating grants of \$1,233,775 for total revenue of \$2,736,495 against total expenses of \$2,806,408 for a net loss of \$69,913 all on shared ride. For the nine months of the fiscal year, revenue is 70.7 % of budget, grants are at 67.9% of budget, and expense is 68.8% of budget

Upon motion by Mr. Rex, seconded by Ms. Love, the Board approved the Approval of Operating Statements for March 2019.

G. Training Berks County Response Bus Donation

Mr. Kilmer mentioned donating a “as is” bus for live training. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Ms. Love, the Board approved the Approval of Training Berks County Response Bus Donation.

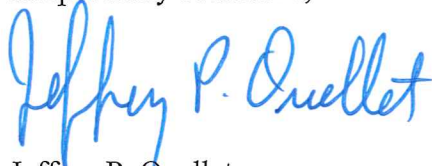
8. Public Comment

None

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:32 p.m., upon motion by Ms. Landis, seconded by Ms. Glover.

Respectfully submitted,



Jeffrey P. Ouellet
Secretary

