

**SOUTH CENTRAL TRANSIT AUTHORITY  
MINUTES**

DATE: August 19, 2015

TIME: 6:00 p.m.

PLACE: SCTA  
1700 N. 11<sup>th</sup> St.  
Reading, PA 19604

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: **Members:** Commissioner Kevin Barnhardt, Jayne Dieruff, Bonnie Glover, Cindy Lonergan, Jeffrey Ouellet, Dennis Rex, Timothy Snyder, Jeffrey R. Wibberley and June Wolf.

**Solicitor:** Jill E. Nagy, Summers Nagy Law Offices

**Staff:** David W. Kilmer, Robert Fletcher, Jeffrey Glisson, Laura Hopko, Melanie Heffner and Daniel Russell.

**Guests:** Mark Glatz – Easton Coach, William Frees and John Doerrman, Amalgamated Transit Union #1345, Liam Migdail-Smith, Reading Eagle Company.

ORDER OF BUSINESS:

1. Call to Order

Chairman Kevin S. Barnhardt called the meeting to order at 6:01 p.m.

2. Public Comment on Agenda Items

None

3. Approval of Minutes of the July 15, 2015 Regular Board Meeting.

Upon motion by Mr. Snyder, seconded by Ms. Wolf, the Board approved the minutes of July 15, 2015 Regular Board Meeting.

4. Bills and Communications

None

5. Reports of Committees

A. Personnel Committee

The committee met to review the Tentative Agreement with IAM

B. Operations Committee

No report

C. Finance Committee

No report

D. Marketing Committee

Ms. Glover mentioned the monthly marketing report is included in the packet.

6. Old Business

None

7. New Business

A. Resolution 13-15 Authorizing Transfer of Capital Reserves from BARTA

Mr. Kilmer mentioned since SCTA is the designated recipient for all federal and state capital funds that require local match, this Resolution authorizes the transfer of existing capital reserves from BARTA to SCTA to ensure a local match is available for capital projects. These funds would only be used for capital projects relating to service in Reading. A similar Resolution will be on the Agenda for the September Board meeting for the transfer of capital reserves from RRTA to SCTA. Staff recommends approval. There was a typo on number 2. Proceeds from sale of equipment and vehicles should be \$44,300.46

Upon motion by Ms. Lonergan, seconded by Mr. Rex, the Board approved Resolution 13-15 Authorizing Transfer of Capital Reserves from BARTA.

B. Resolution 14-15 Award of Shared Ride Contract for Sector 5 in Lancaster

Mr. Kilmer mentioned SCTA received only one proposal to provide paratransit service in Sector 5 of the Lancaster service area. The proposal was from Easton Coach that is the current provider for all of the other service area. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Mr. Wibberley, the Board approved Resolution 14-15 Award of Shared ride Contract for Sector 5 in Lancaster to Eaton Coach.

C. Approval of Reading Area Transportation Study UPWP Contract

Mr. Kilmer mentioned this contract is the annual planning grant from FTA funds designated to the Reading Area through the County Planning Commission. The total amount is \$91,000 which includes some carryover funds from last year for the development of the Asset management Plan to meet the new requirements by FTA. Staff recommends approval.

Upon motion by Ms. Wolf, seconded by Mr. Ouellet, the Board approved the Reading Area Transportation Study UPWP Contract.

D. Approval of Fare Increase for Special Services in Reading

Mr. Kilmer mentioned as part of the planned conversion to the new state shared ride software, Ecolane, the existing fares for Special Services needed to be converted from a zone based system to a mileage based system. A copy of the proposed fares was included in the packet. The BARTA Advisory committee met on August 12, 2015, with no comments on the proposed increase. A Public Hearing was held on August 18, 2015 at 3:00p.m. at BARTA to receive public comment. The only attendee at the meeting was Liam Migdail-Smith from the Reading Eagle. Staff recommends approval.

Upon motion by Ms. Wolf, seconded by Ms. Glover, the Board approved the Fare Increase for Special Services in Reading.

E. FY 2015 Federal Program of Projects

Mr. Kilmer mentioned the Program of Projects is required to be advertised to show how federal FTA funds apportioned to each of the urbanized areas in Reading and Lancaster will be used. SCTA will schedule the required public hearing and action to approve the Program of Projects. This will need to be scheduled for the September Board meeting. A copy of the proposed Program of Projects was included in the Board packet.

F. Disadvantaged Business Enterprise (DBE) Policy

Mr. Kilmer mentioned SCTA was required to develop and implement a Disadvantaged Business Enterprise (DBE) Plan in accordance with federal regulations. As part of this Plan, it is required that the DBE Policy be disseminated to the Board of Directors. A copy of the Policy was included in the Board Packet. No action is required.

G. Fiscal Year Summaries – FY15

Mr. Kilmer mentioned a summary of the ridership and financial data for FY15 for both services was included in the Board packet for review. No action is required.

## H. Financial and Operating Reports

Mr. Kilmer mentioned the June Operating statement for RRTA shows there was a .20% increase in ridership for the month with fixed route increasing .5% and shared ride decreasing 1.1%. For the fiscal year, ridership increased 2.1% with fixed route increasing 2.0% and shared ride increasing 2.8%.

Financially, operating revenues of \$845,002 combined with operating grants of \$465,649 for total revenue of \$1,310,651 compared against expenses of \$1,357,178 for a net loss of \$46,527, all on shared ride. For the Fiscal Year, operating revenue of \$9,848,931 combined with operating grants of \$6,019,926 for total revenue of \$15,868,857 against expenses of \$15,774,997 for a net surplus of \$93,860, all for shared ride.

The combined Operating Statement for July for SCTA will be presented at September's meeting.

## 8. Public Comment

Mr. Glatz thanked the Board for the service contract.

Commissioner Barnhardt mentioned that RRTA did a nice job for their support on the loss of bus driver LoAnne Reese. Mr. Kilmer mentioned that he will be doing letters of accommodation to the passengers and off duty officers who assisted after the bus crashed. We are just trying to find out their names. A customer suggested that when RRTA replaces the tree that was ruined in the accident, to place a small plaque in memory of LoAnne Reese with the tree. Mr. Kilmer stated that he is going to follow-up on this suggestion. Ms. Glover mentioned that LoAnne was a very special person whom passengers just loved.

## 9. Adjournment

With no further business to discuss, the meeting adjourned at 6:27 p.m., upon motion by Ms. Glover, seconded by Ms. Lonergan.

Respectfully submitted,



June J. Wolf  
Secretary