

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: August 15, 2018

TIME: 6:00 PM

PLACE: 1700 North Eleventh Street
Reading, PA

PURPOSE: Regular Monthly Meeting

ATTENDANCE: **Members:** Commissioner Kevin Barnhardt, Gail Landis, June Wolf, Dennis Rex, Cheryl Love, Bonnie Glover, James Schlegel, Sandra Thompson, Timothy Snyder and Jeffrey Ouellet

Solicitor: Jill Nagy, Summers Nagy Law Offices

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

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

ORDER OF BUSINESS:

1. Call to Order

Chair June Wolf called the meeting to order at 6:00 p.m. As well as, welcome new Board member to the Board, Cheryl Love.

2. Public Comment on Agenda Items

None

3. Approval of the Minutes of the July 18, 2018 Regular Board Meeting.

Upon motion by Commissioner Barnhardt, seconded by Ms. Thompson, the Board approved the minutes from the July 18, 2018 Regular Board Meeting.

4. Bills and Communications

Mr. Kilmer distributed the June 2018 Performance Report to view. Mr. Kilmer mentioned there were 309,000 calls.

5. Reports of Committees

A. Personnel Committee

Mr. Ouellet mentioned there are no reports.

B. Operations Committee

Ms. Glover mentioned there are no reports.

C. Finance Committee

Mr. Snyder mentioned there are no reports.

D. Marketing Committee

Ms. Landis reported the monthly marketing report was included in the packet.

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

6. Old Business

None

7. New Business

A. Resolution 11-18 State Operating Grant

Mr. Kilmer mentioned that is the annual Resolution required by PADOT for the state operating grant assuring that the local match will be provided. This will be year four that the local match will be \$0 due to the merger. Staff recommends approval.

Upon motion by Commissioner Barnhardt, seconded by Ms. Glover, the Board approved the Resolution 11-18 State Operating Grant.

B. Approval of Advertising Policy

Mr. Kilmer mentioned a copy of the advertising policy was included in the Board packet for your review. While we have always had an informal policy about certain topics not being advertised on the buses and shelters, such as tobacco and alcohol, it was felt that a formal policy is needed for our advertising agency to follow as recommended by our solicitor. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Ms. Landis, the Board approved the Approval of Advertising Policy.

C. Approval of Customer Code of Conduct Policy

Mr. Kilmer mentioned that a copy of the proposed policy was included in the Board packet for your review. There has been a growing concern about the conduct of some of our riders and the safety of our employees. This code of conduct would be posted in all the vehicles and transit centers in hopes of raising awareness of unacceptable behavior and the potential for suspension of service and/or legal action, when necessary. Staff recommends approval.

Upon motion by Mr. Schlegel, seconded by Ms. Thompson, the Board approved the Approval of the Customer Code of Conduct Policy.

D. Approval of Annual Agreement with Millersville University

Mr. Kilmer mentioned this is the annual agreement to provide bus service for Millersville University. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Ms. Love, the Board approved the Approval of the Annual Agreement with Millersville University

E. Approval of July 2018 Operating Statement

Mr. Kilmer mentioned for the month of July, total ridership in Lancaster showed an 6.8% increase with fixed route showing a 7.9% increase and shared ride showing a 1.3% increase. For Reading, total ridership showed a 5.1% increase with fixed route showing a 4.8% increase and shared ride showing an 8.3% increase. Total ridership for the month was 377,922 for fixed route and 45,118 for shared ride for a total of 423,040 rides for the month of July, 2018 compared to 399,901 rides last July for an increase of 5.8% overall.

Financially for July 2018, Lancaster showed \$768,928 in operating revenue combined with operating grants of \$700,531 for total revenue of \$1,469,459 against total expenses of \$1,431,724 for a net gain of \$37,735 on shared ride. For Reading, operating revenues \$700,987 combined with operating

grants of \$484,927 for total revenue of \$1,185,914 against expenses of \$1,097,727 for a net gain of \$88,187 for Special Services. Overall, for July, operating revenue was \$1,469,915 combined with operating grants of \$1,185,458 for total revenue of \$2,655,373 against total expenses of \$2,529,451 for a net gain of \$125,922, all on shared ride.

Upon motion by Mr. Snyder seconded by Mr. Schlegel, the Board approved the Approval of July 2018 Operating Statement.

On behalf of the Greater Reading Chamber of Commerce, Gail Landis thanked BARTA for the support and expertise with Commissioner Barnhardt in the transportation issue of Reading going to New York.

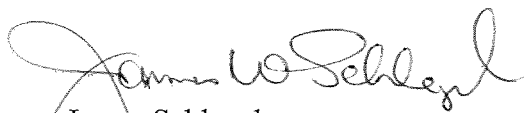
8. Public Comment

None

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:35 p.m., upon motion by Ms. Thompson, seconded by Commissioner Barnhardt.

Respectfully submitted,



James Schlegel
Secretary