

**SOUTH CENTRAL TRANSIT AUTHORITY  
MINUTES**

DATE: February 20, 2019 (Rescheduled February 27, 2019)

TIME: 6:00 p.m.

PLACE: 1700 N. Eleventh St.  
Reading, PA

PURPOSE: Regular Monthly Public Board Meeting

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

**Solicitor:** Sarah Lisle, Summers Nagy Law Offices

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

**Guests:** Mark Glatz – Easton Coach, Michael D. Golembiewski – Berks County MPO, Terry Cosentino– President, Reading Transportation Museum, John Doerrman and William Frees - Amalgamated Transit Union #1345

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 January 16, 2019 Regular Board Meeting.

Chairman Kevin Barnhardt mentioned the minutes from the January 16, 2019 regular Board Meeting stand approved as presented.

4. Bills and Communications

Mr. Kilmer mentioned there is none.

5. Reports of Committees

A. Personnel Committee

Mr. Ouellet mentioned the Personnel Committee met prior to the Board Meeting to discuss potential salary increases. No action required.

B. Operations Committee

Ms. Glover mentioned there are no reports.

C. Finance Committee

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

D. Marketing Committee

Ms. Landis reported there is information in the packet concerning outreach activities and events that have occurred.

6. Old Business

None

7. New Business

A. Award Fuel Bids –

Mr. Kilmer mentioned the Bids were opened prior to the Board meeting. The Bid tabulation is listed below:

**BID TABULATION**

**BASE BID**

**Diesel Fuel Bid – 100% of Diesel Fuel Requirement  
Biodiesel B-2 Blend of Ultra Low Sulfur Diesel  
Delivery 4/1/19 to 3/31/20 for 660,000 – 690,000 gallons  
for Lancaster and Reading Operations**

<b><u>Bidder</u></b>	<b><u>Bid Unit Price Per Gallon</u> (w/Additive)</b>	<b><u>Bid Unit Price Per Gallon</u> (w/o Additive)</b>
Talley Petroleum Enterprises, Inc. Grantville, PA	\$ 2.0888	\$ 2.0738

Edris Oil Service York, PA	\$ 2.128	\$ 2.118
PAPCO, Inc. Aston, PA	\$ 2.1307	\$ 2.1157
Petroleum Traders Corporation Fort Wayne, IN	\$ 2.1690	\$ 2.1540
Musket Corporation Houston, TX	No Bid	\$ 2.2923
Carroll Independent Fuel Baltimore, MD	\$ 2.9598	\$ 2.9478

**Gasoline – 100% of Gasoline Requirement  
Delivery 4/1/19 to 3/31/20 for 135,000 – 150,000 gallons  
Reading Operation**

<u>Bidder</u>	<u>Bid Unit Price Per Gallon</u>
Talley Petroleum Enterprises, Inc. Grantville, PA	\$ 1.6474
Petroleum Traders Corporation Fort Wayne, IN	\$ 1.7407
PAPCO, Inc. Aston, PA	\$ 1.7792
Carroll Independent Fuel Baltimore, MD	\$ 2.3886
Edris Oil Service York, PA	No Bid
Musket Corporation Houston, TX	No Bid

Upon motion by Ms. Glover, seconded by Mr. Schlegel, the Board approved the Approval of 2 year Award of Fuel Bids to Talley Petroleum Enterprises, Inc.

B. Award of Lawn Services Contract -

Mr. Kilmer mentioned Staff solicited quotes for lawn services for all facilities from three different lawn care services, which was included in the Board packet. Based on the pricing received, Broderick has provided the overall lowest cost over the three year period at \$22,500 for year one with a 3% escalator for the next two years. Staff recommends approval of award to Broderick's for a three-year period.

Upon motion by Mr. Rex, seconded by Ms. Love, the Board approved the Award of Lawn Services Contract to Broderick's.

C. Approval to Assign Obsolete Buses to AppalCART, North Carolina -

Mr. Kilmer mentioned SCTA has two 2005 Gillig Phantom buses in Lancaster that were slated for disposal this month and was contacted by AppalCART looking for used buses. They originally inquired about the buses disposed of last month, but the Gillig Phantoms are in better shape than those buses. This is something SCTA has done a few times in the past to assist other transit systems in need. SCTA would assign the vehicles to them and when they are finished using them, they would dispose of the buses and remit funds received back to SCTA. Staff recommends approval.

Upon motion by Mr. Ouellet, seconded by Ms. Landis, the Board approved the Approval to Assign Obsolete Buses to AppalCART, North Carolina.

D. Approval for Engine Replacements for Reading Bus Fleet -

Mr. Kilmer mentioned due to recent engine failures on three of the 2008 Cummins engines, SCTA needed to purchase two rebuilt engines to keep the fleet operating. Both buses have operated over 300,000 miles and are ten years old. The first engine was not internally damaged and will cost \$12,818.23 to rebuild, while the second engine did have internal damage and will need to be replaced with a remanufactured engine at a cost of \$38,037.00. The third engine is also expected to be re-built; pricing came in at \$24,297.67. Staff recommends approval.

Upon motion by Ms. Thompson, seconded by Ms. Wolf, the Board approved the Approval for Engine Replacements for Reading Bus Fleet.

E. Resolution 01-19 Capital Grant Application with PADOT -

Mr. Kilmer mentioned this is the standard Resolution for the State Capital grant ensuring that SCTA will pay the local match. This grant is for FY 2018-19 and was just approved by PADOT. Staff recommends approval.

Upon motion by Ms. Landis, seconded by Mr. Schlegel, the Board approved the Resolution 01-19 Capital Grant Application with PADOT.

F. Approval of Change Order for BTC Roof Project –

Mr. Kilmer mentioned the BTC Roofing Project has experienced an unexpected issue with the current roof that was not well documented by the existing drawings as explained in the included memo from Pennoni, our architect for this project. As explained, the cost to repair the issue is estimated not to exceed \$98,550.93. Pennoni reviewed the cost and is recommending approval of the Change Order. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Ms. Love, the Board approved the Approval of Change Order for BTC Roof Project.

G. Approval of Summer Bus Pass Program in Reading -

Mr. Kilmer mentioned SCTA was approached by the Berks County Community Foundation last year to consider a pilot program for summer job opportunities for students in the Reading School District. One of the barriers identified was transportation. A copy of the proposed Pilot Program was enclosed in the Board packet. The students would receive student bus passes that can be tracked by the fareboxes for trips made with SCTA being reimbursed roughly \$1 per ride. The Pilot would start in June and extend through August this year. Also, another foundation, 18<sup>th</sup> Wonder, approached SCTA for a program for summer recreation identifying transportation to swimming pool. If SCTA is approached for the same programs in Lancaster, staff recommends moving forward the same way as Reading. Staff is still working on a few details with the Foundations and recommends approval.

Upon motion by Mr. Rex, seconded by Ms. Wolf, the Board approved the Approval of Summer Bus Pass Program in Reading for both Foundations.

H. Approval of Operating Statements for January 2019 -

Mr. Kilmer mentioned for the month of January total ridership in Lancaster showed a 3.4% increase with fixed route showing a 3.2% increase and shared ride showing a 4.9% increase. For Reading, total ridership showed a 4.4% decrease with fixed route showing a 5.3% decrease and shared ride showing a 6.1% increase. Total ridership for the month was 346,364 for fixed route and 43,666 for shared ride for a total of 390,030 rides for the month of January, 2019 compared to 395,469 rides last January for a decrease of 1.4% overall. For the fiscal year, fixed route ridership is 1.6% lower than last fiscal year, while shared ride is 2.7% higher than the previous year.

Financially for January, 2019, Lancaster showed \$818,026 in operating revenue combined with operating grants of \$847,306 for total revenue of \$1,665,332 against total expenses of \$1,546,174 for a net gain of \$119,158 on shared ride. For Reading, operating revenues \$782,509 combined with operating grants of \$858,994 for total revenue of \$1,641,503 against expenses of \$1,621,439 for a net gain of \$20,064 for Special Services. Overall, for January, operating revenue was \$1,600,536 combined with operating grants of \$1,706,300 for total revenue of \$3,306,836 against total expenses of \$3,167,613 for a net gain of \$139,222 all on shared ride. For the first seven months of the fiscal year, revenue is 57.2% of budget, grants are at 56.4% of budget, and expense is 54.6% of budget

Upon motion by Ms. Thompson, seconded by Mr. Ouellet, the Board approved the Approval of Operating Statements for January 2019.

#### 8. Public Comment

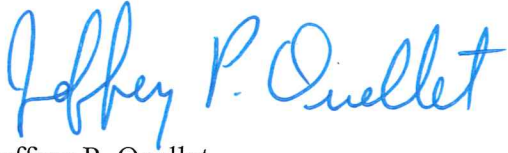
Mr. Terry Cosentino, President Reading Berks Transportation Museum, presented the Board with 2019 Calendars as well as some historical information pertaining to the Bus he had chosen for the Calendar.

Mr. Kilmer mentioned to the Board in December they approved Expansion of Access to Jobs in Northern Tier Lancaster and states that it will start Monday, March 11, 2019.

#### 9. Adjournment

With no further business to discuss, the meeting adjourned at 6:42 p.m., upon motion by Ms. Thompson, seconded by Ms. Love.

Respectfully submitted,

A handwritten signature in blue ink that reads "Jeffrey P. Ouellet". The signature is written in a cursive style with a large initial 'J' and 'O'.

Jeffrey P. Ouellet  
Secretary

