

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: January 16, 2019

TIME: 6:00 p.m.

PLACE: SCTA
45 Erick Rd.
Lancaster, PA 17601

PURPOSE: Regular Monthly Public Board Meeting

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

Solicitor: Jill Nagy, Summers Nagy Law Offices

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

Guests: John Doerrman and William Frees - Amalgamated Transit Union #1345

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 December 20, 2018 Regular Board Meeting.

Upon motion by Ms. Glover, seconded by Commissioner Kevin Barnhardt, the Board approved the minutes from the December 20, 2018 regular Board Meeting Minutes.

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 the Personnel Committee met prior to the Board Meeting to review the Final SCTA Personnel Policy.

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, which includes a copy of the Annual Report.

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

6. Old Business

A. Approval of Personnel Policy Update

Mr. Kilmer mentioned staff recommends approval of the proposed changes that have been reviewed by the Personnel Committee.

Upon motion by Commissioner Kevin Barnhardt, seconded by Ms. Landis, the Board approved the Approval of Personnel Policy Update.

B. Approval of Route & Schedule Changes for Lancaster

Mr. Kilmer mentioned a Public Hearing was scheduled prior to the meeting to solicit public input on the proposed changes. Public hearing had a larger than expected turnout. Staff recommends tabling or withdrawal of the proposed changes due to the amount of public comments received.

Upon motion by Ms. Glover, seconded by Ms. Thompson, the Board approved the Withdrawal of Route & Schedule Changes for Lancaster.

7. New Business

A. Award of Surplus Vehicles Bids --

Mr. Kilmer mentioned with the arrival of new vehicles, SCTA placed four buses, 12 vans, and one pick-up truck on the public auction website for disposal. The results of the bids presented at the meeting are as follows:

ROUTE AND PARATRANSIT BUSES AND MISC EQUIPEMENT/PARTS (JANUARY 2019)

Auc. #	DEPART.	Winning Bid	Buyer	Address	City,	of Bids	Year	Make	Mileage	Cond.
33	Rdg Ops	\$11,011.00	Robert Zimmerman Best Bus Sales	1216 Rand Rd	Des	155	2005	Gilliq	448,482	Fair
34	Rdg Ops	\$2,711.00	Robert Zimmerman Best Bus Sales	1216 Rand Rd	Des	42	2005	Gilliq	433,901	Fair
36	Rdg Ops	\$3,306.00	Robert Zimmerman Best Bus Sales	1216 Rand Rd	Des	85	2005	Gilliq	349,292	Fair
35	Rdg Ops	\$4,005.00	Robert Zimmerman Best Bus Sales	1216 Rand Rd	Des	44	2005	Gilliq	356,687	Poor
23	Lanc. Ops	\$2,110.00	Denise Maxwell Gwinnett Shuttle	PO, Box 261	Spri	65	2012	Ford	225,134	Fair
24	Lanc. Ops	\$3,000.00	Steve Lowe	582 E 88th	Bro	71	2012	Ford	199,703	Fair
25	Lanc. Ops	\$1,756.00	Juan Ayala Autos Tolteca	Calle Laurel	Santa Maria	32	2012	Ford	234,654	Fair
26	Lanc. Ops	\$2,510.00	David Noland Lancaster First Assembly of	1025 . .	Lan,	39	2013	Ford	199,691	Fair
27	Lanc. Ops	\$3,100.00	James Geosits	79 Downing	Wyo.	74	2013	Ford	194,663	Fair
28	Lanc. Ops	\$3,060.00	Clifford Blumenfeld Beacon of HOPE	116 . . .	Fprt	48	2013	Ford	184,506	Fair
29	Lanc. Ops	\$4,210.00	Bob Lewis Laurel Kia	14921	Laur	60	2013	Ford	160,396	Fair
30	Lanc. Ops	\$4,765.00	Harrison Lutta Send It Express	15116 Bellaire	Hou	95	2013	Ford	167,802	Fair
31	Lanc. Ops	\$3,060.00	Scott Haynes	Old Toppers Creek Road	Charl	55	2013	Ford	186,082	Fair
32	Lanc. Ops	\$3,560.00	Juan Ayala Autos Tolteca	Calle Laurel	Santa Maria	59	2013	Ford	210,880	Fair
34	Lanc. Ops	\$4,860.00	Debbie Wilson 54	2 Mitchell Ave	E Mead	94	2013	Ford	191,374	Fair
35	Lanc. Ops	\$4,210.00	Tom Riehle	1624 . .	Lafayette,	60	2013	Ford	208,263	Fair
33	Lanc. Ops	\$5,001.00	Richard Whitman	12 Jan Dale	Annville,	79	2002	GMC	63,891	Poor
TOTAL BID	AMOUNT	\$66,235.00								

Upon motion by Mr. Rex, seconded by Ms. Thompson, the Board approved the Award of Surplus Vehicles Bids to highest bidders.

B. Approval of Sewage Pump Replacement at Lancaster Ops Center

Mr. Kilmer mentioned the Lancaster facility currently has two sewage pumps that are 14 years old with one pump already failing. The pumps are located at the bottom of a manhole that requires special confined space certifications by the vendor. Slaymaker Electric is the only qualified company in the area that can perform the pump replacements in confined spaces. The cost to replace both pumps is \$20,599.00. The new installation will also include the installation of rails so in the future the pumps can be removed without entering the manhole. Staff recommends approval.

Upon motion by Commissioner Kevin Barnhardt, seconded by Mr. Ouellet, the Board approved the Approval of Sewage Pump Replacement at Lancaster Ops Center.

C. Appointments to SRTP -

Mr. Kilmer mentioned as required each year, SCTA needs to make staff appointments to SRTP for 2019. It is recommended that Jeff Glisson be appointed as primary and David Kilmer as alternate.

Upon motion by Mr. Snyder, seconded by Mr. Ouellet, the Board approved the Approval of Appointments to SRTP.

D. Approval to Upgrade and Replace Existing Microwave Tower in Lancaster

Mr. Kilmer mentioned the communication system between the Queen Street Station and the main Operations Center in Lancaster has failed after fourteen years. This system includes a microwave tower on the roof of the Station and related hardware that provides all computer network communication between the two buildings, including the ability to monitor all cameras and other security equipment from the Erick Road location. Pricing to replace this system is being obtained from Radio Maintenance, Inc., Reading, that supplies this equipment on the state contract. The cost is \$149,975.00. Staff recommends approval.

Upon motion by Mr. Schlegel, seconded by Ms. Love, the Board approved the Approval to Upgrade and Replace Existing Microwave Tower in Lancaster.

E. Election of Officers for 2019

Mr. Kilmer mentioned the Nominating Committee has a recommended slate of Officers as Kevin Barnhardt-Chair, June Wolf-Vice Chair, Jeff Ouellet-Secretary, and Jim Schlegel -Treasurer. Nominations from the floor will also be permitted at the meeting.

Upon motion by Ms. Landis, seconded by Ms. Thompson, the Board approved the Approval of Election of Officers for 2019.

F. Re-Appointment of Solicitor

Mr. Kilmer mentioned this is the fourth of a five year agreement with Summers Nagy to perform legal services as Solicitor for the Authority. The rate would increase from \$160.00/hour to \$165.00/hour for 2019. Staff recommends approval.

Upon motion by Commissioner Kevin Barnhardt, seconded by Mr. Ouellet, the Board approved the Approval of Re-Appointment of Solicitor.

G. Re-Appointment of Labor Services for 2019

Mr. Kilmer mentioned this is the fourth of a five-year agreement with Stevens & Lee to perform labor and other legal services for the Authority. The rate would increase from \$260/hour to \$265/hour for 2019. Staff recommends approval.

Upon motion by Mr. Ouellet, seconded by Mr. Rex, the Board approved the Approval of Re-Appointment of Labor Services for 2019.

H. Approval of Operating Statements for December, 2018

Mr. Kilmer mentioned for the month of December total ridership in Lancaster showed a 2.4% increase with fixed route showing a 2.8% increase and shared ride showing nearly the same as last year for no change. For Reading, total ridership showed a 2.8% decrease with fixed route showing a 3.2% decrease and shared ride showing a 3.0% increase. Total ridership for the month was 363,806 for fixed route and 40,275 for shared ride for a total of 404,081 rides for the month of

December, 2018 compared to 407,125 rides last December for a decrease of .7% overall. For the first half of the fiscal year, fixed route ridership is down 1.6%, while shared ride showed a 2.3% gain overall.

Financially for December 2018, Lancaster showed \$684,969 in operating revenue combined with operating grants of \$665,039 for total revenue of \$1,350,008 against total expenses of \$1,347,863 for a net gain of \$2,145 on shared ride. For Reading, operating revenues \$651,873 combined with operating grants of \$876,554 for total revenue of \$1,528,426 against expenses of \$1,577,433 for a net loss of \$49,007 for Special Services. Overall, for December, operating revenue was \$1,336,841 combined with operating grants of \$1,541,593 for total revenue of \$2,878,434 against total expenses of \$2,925,296 for a net loss of \$46,862 all on shared ride. For the first half of the fiscal year, revenue is 48.8% of budget, grants are at 47.5% of budget, and expense is 46.0% of budget.

Upon motion by Ms. Thompson, seconded by Ms. Glover, the Board approved the Approval of Operating Statements for December 2018.

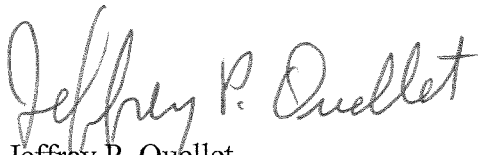
8. Public Comment

None

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:20 p.m., upon motion by Ms. Thompson, seconded by Mr. Snyder.

Respectfully submitted,



Jeffrey P. Ouellet
Secretary