

**SOUTH CENTRAL TRANSIT AUTHORITY  
MINUTES**

DATE: July 18, 2018

TIME: 6:00 PM

PLACE: 45 Erick Road  
Lancaster, PA

PURPOSE: Regular Monthly Meeting

ATTENDANCE: **Members:** Commissioner Kevin Barnhardt, Gail Landis, June Wolf, Dennis Rex, Cynthia Urban, Sandra Thompson and Jeffrey Ouellet

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

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

**Guests:** Mark Glatz – Easton Coach, John Doerrman & William Frees - Amalgamated Transit Union #1345, and Matt Conover – Nelson/Nygaard

ORDER OF BUSINESS:

1. Call to Order

Chair June Wolf called the meeting to order at 6:00 p.m.

2. Public Comment on Agenda Items

None

3. Approval of the Minutes of the June 20, 2018 Regular Board Meeting and the June 28, 2018 Special Board Meeting.

Upon motion by Commissioner Barnhardt, seconded by Mr. Rex, the Board approved the minutes from the June 20, 2018 Regular Board Meeting and the June 28, 2018 Special Board Meeting.

4. Bills and Communications

Chair June Wolf mentioned recognition to Cynthia Urban for 7 years of service as a Board Member. Mr. Kilmer presented Ms. Urban with a parting gift to remember SCTA. Ms. Urban stated her resignation is for no particular reason and honored to be involved with something important to the community.

5. Reports of Committees

A. Personnel Committee

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

B. Operations Committee

On behalf of Ms. Glover, Mr. Kilmer mentioned there are no reports.

C. Finance Committee

None

D. Marketing Committee

Ms. Landis reported the monthly marketing report was included in the packet as well as the Dump the Pump winners.

Upon motion by Commissioner Barnhardt, seconded by Mrs. Thompson, the Board approved the Reports of Committees.

6. Old Business

A. Proposed Route & Schedule Changes - Lancaster

Mr. Kilmer mentioned the proposed changes at this time would only deal with service in Lancaster due to some urgent needs as a result of recent developments. The final draft of the TDP Update will be presented later in the meeting, any recommended major changes would be slated for January in order for staff to properly prepare. A public hearing was scheduled for the Lancaster on Tuesday, July 17, 2018. A final recommendation was presented at the meeting.

Upon motion by Ms. Landis, seconded by Mr. Ouellet, the Board approved the Proposed Route & Schedule Changes - Lancaster.

7. New Business

A. Resolution 10-18 Approval of the Title VI Program

Mr. Kilmer mentioned that this is a FTA requirement to ensure SCTA is providing service in a non-discriminatory manner. Staff emailed a copy of the proposed Title VI Program prior to the Board meeting. A copy of the resolution to be approved by the Board was enclosed. Staff recommends approval.

Upon motion by Commissioner Barnhardt, seconded by Mr. Rex, the Board approved the Resolution 10-18 Approval of the Title VI Program.

B. Presentation of DBE Goal for FY 2019, FY 2020 and FY 2021

Mr. Kilmer mentioned the FTA requires SCTA to establish a goal for expending federal funds with business that qualify as a Disadvantaged Business Enterprise based on the anticipated projects for the next three (3) fiscal years. While Board approval is not required, it was felt this provides another opportunity to promote the program in hopes of attracting more DBE businesses to participate with SCTA and to receive feedback regarding the DBE goal calculation. A copy of the document describing the process used in calculating the proposed DBE goal for the next three (3) fiscal years was attached and will be advertised on SCTA website.

C. Approval of the TDP Update

Mr. Kilmer mentioned that a draft copy of the TDP Update was distributed last month for review. Mr. Kilmer introduced the Consultant, Matt Conover, to present a PowerPoint presentation of the draft report for Board approval.

Upon motion by Mrs. Urban, seconded by Commissioner Barnhardt, the Board approved the Approval of the TDP Update.

D. Approval of June 2018 Operating Statement

Mr. Kilmer mentioned for the month of June, total ridership in Lancaster showed a 4.6% increase with fixed route showing a 6.1% increase and shared ride showing a 3.4% decrease. For Reading, total ridership showed an 11.7% increase with fixed route showing a 13.1% increase and shared ride showing a 3.7% decrease. Total ridership for the month was 406,136 for fixed route and 44,520 for shared ride for a total of 450,656 rides for the month of June, 2018 compared to 414,095 rides last June for an increase of 8.8% overall.

Financially for June 2018, Lancaster showed \$812,711 in operating revenue combined with operating grants of \$653,430 for total revenue of \$1,466,141 against total expenses of \$1,468,093 for a net loss of \$1,952 on shared ride. For Reading, operating revenues \$800,056 combined with operating grants of \$507,058 for total revenue of \$1,307,115 against expenses of \$1,299,996 for a net gain of \$7,119 for Special Services. Overall, for June, operating revenue was \$1,612,767 combined with operating grants of \$1,160,488 for total revenue of \$2,773,256 against total expenses of \$2,768,089 for a net gain of \$5,167, all on shared ride.

Upon motion by Mr. Rex seconded by Mrs. Urban, the Board approved the Approval of June 2018 Operating Statement.

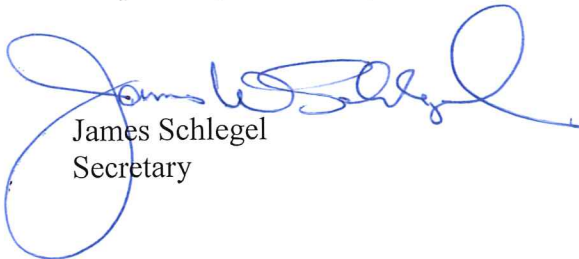
8. Public Comment

Commissioner Barnhardt mentioned that Mr. Kilmer and he met with Senator Schwank regarding the Berks County Community Foundation. Mr. Kilmer mentioned it was for students' access to programs and jobs. Mr. Kilmer stated it would be a great universal PennDot pilot program for Reading and Lancaster to offer free transportation funding with a possible timeframe for summer 2019 and fall 2019.

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:30 p.m., upon motion by Mrs. Urban, seconded by Commissioner Barnhardt.

Respectfully submitted,



James Schlegel  
Secretary