

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: June 17, 2015

TIME: 6:00 p.m.

PLACE: SCTA
45 Erick Road
Lancaster, PA 17601

PURPOSE: Regular Monthly Public Board Meeting

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

Solicitor: Jill E. Nagy, Summers Nagy Law Offices

Staff: David W. Kilmer, Jeffrey Glisson, Laura Hopko, Jennifer Boley and Melanie Heffner

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

ORDER OF BUSINESS:

1. Call to Order

Chairman Kevin S. Barnhardt called the meeting to order at 6:00 p.m.

2. Public Comment on Agenda Items

None

3. Approval of Minutes of the May 20, 2015 Organizational Meeting.

Upon motion by Mrs. Dieruff, seconded by Ms. Glover, the Board approved the minutes of May 20, 2015 Organizational Meeting..

4. Bills and Communications

None

5. Reports of Committees

A. Personnel Committee

No report

B. Operations Committee

No report

C. Finance Committee

No report

D. Marketing Committee

Ms. Glover mentioned in the board packet is a copy of the proposed Marketing Plan for FY 2016. The Marketing Committee met prior to SCTA Board meeting to discuss the plan in detail. Mr. Kilmer mentioned that this is the first combined Marketing Plan to promote fixed-route and shared ride services. The total combined for both agencies is \$80,000.

6. Old Business

None

7. New Business

A. Approval of Marketing Plan for FY 2016

Ms. Glover mentioned that the Marketing Committee recommends approval.

Upon motion by Ms. Glover, seconded by Mr. Schlegel, the Board approved The Marketing Plan for FY 2016.

B. Resolution 11-15 Approval of Subcontract Agreement with BARTA

Mr. Kilmer mentioned a copy of the proposed Management Agreement with BARTA for FY 2016 was included in the Board packet. As part of the merger and the designation of SCTA as the recipient for state and federal funds, the management agreement has been modified from the current agreement with SCTA now contracting with BARTA to provide all drivers, mechanics, including all benefits, and vehicles, and will reimburse BARTA's monthly deficit for those costs. SCTA will lease the facilities from BARTA and will be responsible for all operating costs and any maintenance of the facilities. The Management Agreement is structured to be a four year agreement, subject to amendment, as required.

Upon motion by Mr. Snyder, seconded by Mrs. Dieruff, the Board approved Resolution 11-15 Subcontract Agreement with BARTA.

C. Resolution 12-15 Approval of Subcontract Agreement with RRTA

Mr. Kilmer mentioned a copy of the proposed Management Agreement with RRTA for FY 2016 is included in the packet for review. As part of the merger and the designation of SCTA as the recipient for state and federal funds, the management agreement has been modified from the current agreement with SCTA now contracting with RRTA to provide all drivers and mechanics, including all benefits, and vehicles, and will reimburse RRTA's monthly deficit for those costs. SCTA will lease the facilities from RRTA, including the Queen Street Station Parking Garage, and will be responsible for all operating costs and any maintenance of the facilities. The Management Agreement is structured to be a four year agreement, subject to amendment, as required.

Upon motion by Ms. Glover, seconded by Ms. Lonergan, the Board approved Resolution 12-15 Subcontract Agreement with RRTA.

D. Financial and Operating Report for May 2015

For BARTA, total ridership decreased by 11.3% with a 12.0% decrease in fixed-route and a 3.3% decrease in shared-ride for the month of May. Financially, operating revenues of \$501,291 combined with operating grants of \$1,117,462 for total revenue of \$1,618,753, against expenses of \$1,618,751. Mr. Kilmer stated that some of the decrease is due to the calendar days. We are looking at the continual decrease, but we are not sure why. At first we felt it might be the Fareboxes; however they have been tested and the Fareboxes are working appropriately.

For RRTA, the implementation of the Ecolane software for shared ride has delayed the preparation of the monthly financial statement.

8. Public Comment

None

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:09 p.m., upon motion by Ms. Lonergan, seconded by Mrs. Dieruff.

Respectfully submitted,



June J. Wolf
Secretary