

**SOUTH CENTRAL TRANSIT AUTHORITY  
MINUTES**

DATE: March 15, 2017

TIME: 6:00 p.m.

PLACE: SCTA  
45 Erick Road  
Lancaster, PA 17601

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: **Members:** Commissioner Kevin Barnhardt, Bonnie Glover, Gail Landis, Cynthia Lonergan, Jeffrey Ouellet, Dennis Rex, James Schlegel, Jeffrey Wibberley and June Wolf.

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

**Staff:** David W. Kilmer, Jeffrey Glisson, and Melanie Heffner.

**Guests:** William Frees and John Doerrman,– 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 February 15, 2017 Regular Board Meeting.

Upon motion by Ms. Glover, seconded by Mr. Oullet the Board approved the February 15, 2017 Board Meeting Minutes.

4. Bills and Communications

None

5. Reports of Committees

A. Personnel Committee

None

B. Operations Committee

None

C. Finance Committee

None

D. Marketing Committee

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

Upon motion by Mr. Rex, seconded by Ms. Lonergan the Board approved the Committee Reports.

6. Old Business

None

7. New Business

A. Resolution 2-17 – Approval of Title VI Plan for Lancaster

Mr. Kilmer mentioned as required by the FTA, the Title VI Plan must be updated every three years and the Board of Directors must adopt a resolution approving the plan. This update is for the Lancaster Urbanized Area since there are still open grants under the Red Rose Transit Authority. The Plan shows how the services being provided to the public are done in a non-discriminatory manner and that a process is in place for the public to file a complaint if they felt the service is being provided in a discriminatory manner. The plan looks at where the fixed route service is provided in relation to low income and minority populations in Lancaster County and how the Authority assigns its buses to these areas. Staff recommends approval.

Upon motion by Mr. Schelegel, seconded by Ms. Glover, the Board Approved Resolution 2-17 Title VI Plan for Lancaster.

B. Resolution 3-17 – Award of Electric Supplier Contract

Mr. Kilmer mentioned proposals were issued to supply electric service to all of the facilities operated by SCTA in Lancaster and Reading. The first phase of the proposal was for brokers to provide qualification information and tentative pricing that they can provide. SCTA received final pricing at 4:00 PM today to take advantage of any changes in the market. A bid price was given to each board member. One proposal was received from Constellation NewEnergy, Inc. for the supply of electric power to its Lancaster and Reading facilities at a rate of

\$0.05526 per kWh for a contract term of thirty-six (36 months) beginning in April 2017.

Upon motion by Mr. Ouellet, seconded by Mr. Barnhardt, the Board Approved Resolution 3-17 Electric Supplier Contract to Constellation NewEnergy, Inc.

C. Resolution 4-17 – Award of Cleaning Services Contract

Mr. Kilmer mentioned Resolution 4-17 - Award of Cleaning Services Contract – Proposals were issued to provide cleaning services for all facilities operated by SCTA in Lancaster and Reading. Three proposals were received and evaluated by staff based on the scope of cleaning services to be provided at each facility. Based on the review, Detail Services located in Lancaster was rated the highest. Detail Services already provides the cleaning services for all the Lancaster facilities, does a very good job, and has been very responsive to concerns and extra cleaning when needed. The cost of the service will be \$174,132 per year, which includes over 10,000 hours of labor. Staff recommends approval.

Upon motion by Mr. Schlegel, seconded by Mr. Barnhardt, Ms. Glover abstained; the Board approved Resolution 4-17 Award of Cleaning Services Contract to Detail Services.

D. Amendment # 1 to Agreement #SRA-168274-15

Mr. Kilmer mentioned that a copy of the Amendment was given to each board member. This Amendment serves to add a new allocation for \$422,971 increasing the amount from \$1,820,904 to \$2,243,875 for the reimbursement of actual expenses incurred during the period of July 1, 2015 through June 30, 2017.

Upon motion by Mr. Barnhardt, seconded by Ms. Lonergan, the Board approved Amendment #1 to Agreement #SRA-168274-15.

E. Approval of February, 2017 Financial and Operating Reports

For the month of February, total ridership in Lancaster showed a 7.0% decrease with fixed route showing an 8.1% decrease and shared ride showing a .4% increase. For Reading, total ridership showed a 4.6% decrease with fixed route showing a 4.2% decrease and shared ride showing a 9.2% decrease. Total ridership for the month was 365,220 for fixed route and 41,300 for shared ride for a total of 406,520 rides for the month of February, 2017 compared to 430,786 last February for a decrease of 3.5% overall.

Financially for February 2017, Lancaster showed \$855,494 in operating revenue combined with operating grants of \$183,119 for total revenue of

\$1,038,613 against total expenses of \$981,691 for a gain of \$56,922. For Reading, operating revenues \$1,148,741 combined with operating grants of (\$16,816) for total revenue of \$1,131,925 against expenses of \$772,311 for a gain of \$359,614 due to two payments for MATP services. There was late payment in January for BARTA expenses that carried over to February, which is why the operating grant was a negative number this month. For the fiscal year, operating revenues are slightly under budget by 1.35%, but expenses are also under budget by 1.2%.

Upon motion by Mr. Barnhardt, seconded by Mr. Ouellet, the Board approved the Financial and Operating Reports for February 2017 subject to audit.

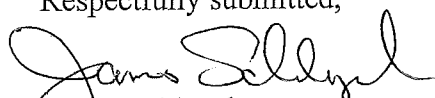
8. Public Comment

Mr. Kilmer mentioned that a copy of the February 2017 performance report was given to each board member.

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:30 p.m., upon motion by Mr. Barnhardt, seconded by Ms. Glover.

Respectfully submitted,

  
James Schlegel  
Secretary