

**SOUTH CENTRAL TRANSIT AUTHORITY  
MINUTES**

DATE: March 27, 2018  
TIME: 6:00 p.m.

PLACE: SCTA  
45 Erick Road  
Lancaster, PA

PURPOSE: Rescheduled -Regular Monthly Meeting

ATTENDANCE: **Members:** Gail Landis, Cynthia Urban, Jeffrey Ouellet, Dennis Rex,  
James Schlegel, June Wolf, Sandi Thompson

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

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

**Guests:** Bill Frees, John Doerrman

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 21, 2018 Regular Board Meeting.

Upon motion by Mr. Dennis Rex, seconded by Mr. Jeffrey Ouellet the Board approved the minutes from the February 21, 2018 regular 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

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

Upon motion by Mr. Jeffrey Ouellet, seconded by Mr. Dennis Rex, the Board approved the Reports of Committees.

6. Old Business

A. Approval of Design & Engineering Services

Mr. Kilmer mentioned the staff has been negotiating with the highest ranked firm on a firm cost proposal for the services requested. A recommendation will be presented at the Board meeting.

Upon motion by Ms. Gail Landis, seconded by Mr. Dennis Rex, the Board approved the Approval of Design & Engineering Services.

7. New Business

A. Approval of Fuel Bids

Mr. Kilmer mentioned the Bids for the supply of diesel and gasoline were opened prior to the Board meeting. The bids include supplying fuel for SCTA, Rabbitransit, COLT (Lebanon) and CAT (Harrisburg). A bid tally and recommendation are presented at the meeting.

Upon motion by Mr. Jeffrey Ouellet, seconded by Mr. Dennis Rex, the Board approved the Approval of Fuel Bids.

B. Approval to Purchase Parking Equipment Upgrades Franklin Park-n-Transit

Mr. Kilmer mentioned the Staff is requesting authorization to award a sole source contract to PSX for \$110,526.00 for the purchase and installation of upgraded parking equipment to provide hourly parking capability to accommodate the new tenant at the Franklin Station. The purchase of the Amano McGann

parking equipment supplied through PSX for the PNT Garage is intended to maintain compatibility with the Amano McGann parking garage equipment at the BTC and Queen Street Station Parking Garages. This equipment replaces the outdated and nonfunctional

Upon motion by Mr. Jeffrey Ouellet, seconded by Mr. Dennis Rex, the Board approved the Approval to Purchase Parking Equipment Upgrades Franklin Park-n-Transit

C. Appointment to LATS Technical Committee

Mr. Kilmer mentioned at present, the Executive Director is the primary appointment to the Lancaster Technical Committee to the MPO and the Director of Capital and Planning is the Alternate. Staff is recommending reversing the roles for this Committee.

Upon motion by Ms. Cynthia Urban, seconded by Mr. Dennis Rex, the Board approved the Appointment to LATS Technical Committee

D. Approval of February, 2018 Operating Statements

Mr. Kilmer mentioned for the month of February, total ridership in Lancaster showed an 4.4% decrease with fixed route showing a 4.3% decrease and shared ride showing a 5.0% decrease. For Reading, total ridership showed a .9% increase with fixed route showing a 1.2% increase and shared ride showing a 2.4% decrease. Total ridership for the month was 361,637 for fixed route and 39,720 for shared ride for a total of 401,357 rides for the month of February, 2018 compared to 406,520 rides last February for an decrease of 1.3% overall.

Financially for February 2018, Lancaster showed \$823,948 in operating revenue combined with operating grants of \$488,661 for total revenue of \$1,312,609 against total expenses of \$1,289,376 for a net gain of \$23,233 on shared ride. For Reading, operating revenues \$765,128 combined with operating grants of \$595,248 for total revenue of \$1,360,376 against expenses of \$1,343,332 for a net gain of \$17,044 for Special Services. Overall, for February, operating revenue was \$1,589,075 combined with operating grants of \$1,083,909 for total revenue of \$2,672,984 against total expenses of \$2,632,708 for a net surplus of \$40,277, all on shared ride.

Upon motion by Mr. Dennis Rex, seconded by Ms. Gail Landis, the Board approved the February, 2018 Operating Statement.


8. Public Comment

None

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:18 p.m., upon motion Mr. Jeffrey Ouellet, seconded by Mr. Dennis Rex.

Respectfully submitted,



James Schlegel  
Secretary