

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: March 18, 2020

TIME: 6:00 PM

PLACE: 45 Erick Road
Lancaster, PA

PURPOSE: Regular Monthly Public Board Meeting

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

Solicitor via phone: Jill Nagy, Summers Nagy Law Offices

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

Guests: Steve Newsham & Edward Fabriziani - Amalgamated Transit Union #1345, and Melissa Esterly, Leadership Lancaster

ORDER OF BUSINESS:

1. Call to Order

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

2. Public Comment on Agenda Items

None

3. Approval of Minutes of the February 19, 2020 Regular Board Meeting.

Chairman Kevin Barnhardt mentioned that the minutes from the February 19, 2020 Regular Board Meeting are in the packet.

Chairman Kevin Barnhardt mentioned the Board approves the minutes from the January February 19, 2020 Regular Board Meeting as presented, upon motion by Ms. Glover, seconded by Ms. Thompson.

4. Bills and Communications

Mr. Kilmer mentioned there is none.

5. Reports of Committees

A. Personnel Committee

Mr. Ouellet mentioned there are no reports.

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 and the media around Coronavirus reports are included in the packet.

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

6. Old Business

None

7. New Business

A. Resolution 04-20 Award of Paratransit Vehicles – Body on Chassis Floor Plans 1-8

Mr. Kilmer mentioned this is for the statewide purchase of paratransit vans. Three Proposals were received and reviewed by a Committee comprised of other transit systems and PADOT. The vans were grouped based on the chassis size to provide more competition. Based on the results of the evaluations and the Best and Final Offers from the Proposers, it is recommended that the award for Floor Plans 1-8 go to Shepard Brothers, Inc., New York. Staff recommends approval

Upon motion by Ms. Glover seconded by Ms. Love, the Board approved the Resolution 04-20 Award of Paratransit Vehicles – Body on Chassis Floor Plans 1-8 .

B. Resolution 05-20 Award of Paratransit Vehicles – Body on Chassis Floor Plans 9-11

Mr. Kilmer mentioned is for the statewide purchase of paratransit vans. Two Proposals were received and reviewed by a Committee comprised of other transit systems and PADOT. The vans were grouped based on the chassis size to provide more competition. Based on the results of the evaluations and the Best and Final Offers from the Proposers, it is recommended that the award for Floor Plans 9-11 go to Rohrer Bus, Mechanicsburg. Staff recommends approval.

Upon motion by Mr. Schlegel, seconded by Ms. Landis, the Board approved the Resolution 02-20 Award of Maintenance Software.

C. Resolution 06-20 Award of Paratransit Vehicles – Transit Van Floor Plans 1 & 2-

Mr. Kilmer mentioned this is for the statewide purchase of paratransit vans. Two Proposals were received and reviewed by a Committee comprised of other transit systems and PADOT. The vans were grouped based on the chassis size to provide more competition. Based on the results of the evaluations and the Best and Final Offers from the Proposers, it is recommended that the award for Transit Vans Floor Plans 1&2 go to Rohrer Bus, Mechanicsburg. Staff recommends approval.

Upon motion by Mr. Schlegel, seconded by Ms. Thompson, the Board approved the Resolution 06-20 Award of Paratransit Vehicles – Transit Van Floor Plans 1 & 2.

D. Resolution 07-20 Rejection of All Proposals for Mini-Vans —

Mr. Kilmer mentioned due to issues with the current production status of these vehicles, it was the Review Committees recommendation to reject all proposals. It is expected that newer compliant model chassis will becomes available

later in the year at which time proposals may be reissued. Staff recommends approval.

Upon motion by Mr. Snyder, seconded by Mr. Ouellet, the Board approved the Resolution 07-20 Rejection of All Proposals for Mini-Vans.

E. Approval of Lease Amendment #3 for Moravian Church –

Mr. Kilmer mentioned The Moravian Church has requested to lease the third floor of the Queen Street Station as part of their expansion needs. Originally, the Church was going to lease both floors, but due to financial concerns decided to wait a few years to determine the success of their adult day care on the second floor. With the success and demand for services, they are now in a position to lease the third floor, although they do plan to sub-lease a portion to another religious group in need of space. The terms are the same as they started for the second floor at \$3.00 square foot for the first year and \$4.00 per square foot for the second year with optional two-year terms at 2% per year. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Ms. Love, the Board approved Approval of Lease Amendment #3 for Moravian Church.

F. Approval to Award Bids for Obsolete Vehicles and Equipment –

Mr. Kilmer mentioned Bids were received for the disposal of obsolete vehicles and equipment the day of the Board meeting. A recommendation presented at the meeting as follows:

FIXED ROUTE AND PARATRANSIT BUSES AND MISC EQUIPMENT/PARTS (MARCH 2020)											
Auct	Invent										
#	#	Dept.	Pickup	Winning Bid	Buyer	City, State, Zip	# of Bids	Year	Make	Model	Description
55	0751	Rdg Ops	N 11th Street	\$11,780.00	Best Bus Sales	Des Plaines, IL 60016	152	2007	Gillig	BRT Low Floor	
56	0860	Rdg Ops	N 11th Street	\$1,510.00	Best Bus Sales	Des Plaines, IL 60016	19	2008	Gillig	BRT Low Floor	
52	A-34	Lanc. Ops	East Petersburg	\$8,030.00	John Williams	Fort Pierce, FL 34946	54	2009	Dodge	Grand Caravan	
53	A-51	Lanc. Ops	East Petersburg	\$6,160.00	MDL Transportation Dixon Neal	Aiken, SC 29801	42	2012	Dodge	Grand Caravan	
54	A-64	Lanc. Ops	East Petersburg	\$1,735.00	Zach Cooper	Dryfork, WV 26263	54	2014	Ford	E450 Challenger	
54	F-0447	Rdg Maint	N 11th Street	\$3,805.00	Alfredo Trucking Inc Alfredo Argumedo	Annapolis Junction, MD 20701	36	1995	Toyota	02-5FD25	Forklift
57		Rdg Maint	N 11th Street	\$200.00	Alfredo Trucking Inc Alfredo Argumedo	Annapolis Junction, MD 20701	1				Cummins Rebuilt ISL Head
58		Rdg Maint	N 11th Street	\$100.00	Alfredo Trucking Inc Alfredo Argumedo	Annapolis Junction, MD 20701	1				Meritor Bus Differential
59		Rdg Maint	N 11th Street	\$500.00	Robert Lindsay	Ahoskie, NC 27910	1				Misc. Bus Parts-- Obsolete Inventory
	TOTAL	BID		\$33,820.00							

Upon motion by Mr. Rex, seconded by Ms. Glover, the Board approved the Approval to Award Bids for Obsolete Vehicles and Equipment.

G. Resolution 8-20 – Award of Mechanical Bids for BARTA Transportation Center–

Mr. Kilmer mentioned two bids were received for the upgrades for the mechanical systems at the BTC in Reading with the low bid being submitted by Clark Inc., Lancaster at a price of \$315,730.00. Staff recommends approval.

Upon motion by Mr. Schlegel, seconded by Mr. Ouellet, the Board approved the Approval of Resolution 8-20 – Award of Mechanical Bids for BARTA Transportation Center.

H. Resolution 9-20 – Award of Electrical Bids for BARTA Transportation Center –

Mr. Kilmer mentioned one bid was received for the upgrades for the electrical systems at the BTC in Reading with the low bid being submitted by Clark Inc., Lancaster. Due to an issue with the Buy America certification, it is recommended that the bid be rejected at this time and the project re-bid. Staff recommends approval.

Upon motion by Ms. Thompson, seconded by Mr. Rex, the Board approved the Approval of Resolution 9-20 – Award of Electrical Bids for BARTA Transportation Center.

I. Resolution 10-20 – Purchase of Paratransit Vans for Lancaster –

Mr. Kilmer mentioned with the award of the statewide contract for paratransit vans, there is currently funding for thirteen vans for the Lancaster operation. Based on the price per van of \$80,451, the thirteen vans will cost \$1,045,863. Staff recommends approval pending a signed contract with Shepard Brothers.

Upon motion by Mr. Rex, seconded by Mr. Snyder, the Board approved the Approval of Resolution 10-20 – Purchase of Paratransit Vans for Lancaster.

J. Resolution 11-20 – Purchase of Paratransit Vans for Reading –

Mr. Kilmer mentioned with the award of the statewide contract for paratransit vans, there is currently funding for sixteen vans for the Reading operation. Based on the price per van of \$80,451, the sixteen vans will cost

\$1,287,216. Staff recommends approval pending a signed contract with Shepard Brothers.

Upon motion by Mr. Rex, seconded by Mr. Schlegel, the Board approved the Approval of 11-20 – Purchase of Paratransit Vans for Reading.

K. Resolution 12-20 – Award of Electric Supply Contract –

Mr. Kilmer mentioned proposals were solicited to supply electric power for all the facilities operated by SCTA. A fixed firm price due at 4:00 PM prior to the Board meeting. A recommendation was presented at the meeting.

Upon motion by Mr. Rex, seconded by Ms. Wolf, the Board approved the Approval of Resolution 12-20 – Award of Electric Supply Contract to Constellation.

L. Draft FY 2020-21 Operating Budget –

Mr. Kilmer mentioned the draft Operating Budget for FY 2021 is included in the Board packet for review. The budget includes minor service increases for fixed route service in both areas and the restructuring of the fares. No action is required at this meeting with final approval slated for the April Board meeting.

M. Proposed Fare Restructuring and Increase for Lancaster and Reading –

Mr. Kilmer mentioned a draft proposal for restructuring the bus fares in both areas is included in the Board packet. The proposal includes an increase in the base fares and the elimination of zone fares to encourage ridership. The proposal also includes an increase in the monthly parking rates for the Queen Street Station Parking Garage that have not increased since the garage opened in 2012. A public hearing will be scheduled for both areas and final approval is slated for the April Board meeting.

N. Proposed Program of Projects for FFY 2020 –

Mr. Kilmer mentioned a draft of the Program of Projects for both the Lancaster and Reading Urbanized Areas is included in the Board packet for review. The Program of Projects details how the annual Federal Transit Administration's annual apportionment funds will be used. A public hearing has been scheduled prior to the April Board meeting to solicit comments. Final approval is slated for the April Board meeting.

O. Approval of Operating Statement for February, 2020 -

Mr. Kilmer mentioned for the month of February, ridership in Lancaster showed a 6.2% increase with fixed route showing a 7.6% increase and shared ride showing a 2.0 % decrease. For Reading, ridership showed a 6.9% increase with fixed route showing a 7.0% increase and shared ride showing a 5.8% increase. Total ridership for the month was 359,793 for fixed route and 40,119 for shared ride for a total of 399,912 rides for the month of February compared to 374,984 rides last February for an increase of 6.6% overall. For the first eight months of the fiscal year, overall ridership is up .3%.

Financially for February, 2020, Lancaster showed \$726,143 in operating revenue combined with operating grants of \$637,707 for total revenue of \$1,363,850 against total expenses of \$1,333,081 for a net gain of \$30,769 on shared ride. For Reading, operating revenues \$698,240 combined with operating grants of \$770,485 for total revenue of \$1,468,725 against expenses of \$1,495,278 for a net loss of \$26,522 for Special Services. Overall, for February, operating revenue was \$1,424,383 combined with operating grants of \$1,408,192 for total revenue of \$2,832,575 against total expenses of \$2,828,359 for a net gain of \$4,216 all on shared ride. For the eighth month of the fiscal year, revenue is 65.4% of budget, grants are at 61.7% of budget, and expense is 61.1% of budget.

Upon motion by Ms. Thompson, subject to audit, seconded by Ms. Love, the Board approved the Approval of Operating Statements for February, 2020.

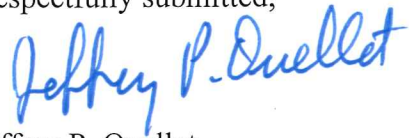
8. Public Comment

Chair Kevin Barnhardt mentioned anyone here from the public that would like to have a comment should rise and state their name. Edward Fabriziani – Vice-President, Amalgamated Transit Union #1345, addressed the Board for SCTA Management to provide information daily to all drivers during this crisis. Mr. Kilmer mentioned they are posting signs, providing cleaning agents-spray bottles on buses, as well as, disinfectant wipes and gloves being available.

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:35 p.m., upon motion by Mr. Schlegel, seconded by Ms. Landis.

Respectfully submitted,



Jeffrey P. Ouellet

Secretary

