

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: May 16, 2018

TIME: 6:00 p.m.

PLACE: SCTA
45 Erick Road
Lancaster, PA

PURPOSE: Regular Monthly Meeting

ATTENDANCE: **Members:** Commissioner Kevin Barnhardt, Cynthia Urban, Jeffrey Ouellet, Dennis Rex, James Schlegel, June Wolf, Sandi Thompson, and Bonnie Glover

Solicitor: Jill Nagy, Summers Nagy Law Offices

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

Guests: Mark Glatz – Easton Coach, John Doerrman & William Frees - Amalgamated Transit Union #1345

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 April 18, 2018 Regular Board Meeting and the May 2, 2018 Special Board Meeting.

Upon motion by Commissioner Barnhardt, seconded by Mrs. Thompson the Board approved the minutes from the April 18, 2018 Regular Board Meeting and the May 2, 2018 Special Board Meeting.

4. Bills and Communications

None

5. Reports of Committees

their useful life and are scheduled to be replaced with this purchase. The total cost for the thirteen buses is \$8,825,514. Staff recommends approval.

Upon motion by Commissioner Barnhardt, seconded by Mr. Ouellet, the Board approved the Resolution 04-18 Purchase of Thirteen Fixed Route Buses from Gillig.

B. Award of Tire Carousel Bids

Mr. Kilmer mentioned the SCTA staff is proposing to purchase and install two tire storage carousels in the Reading maintenance facility. The tire carousels will be used to store tires used on both the fixed route buses and shared ride vehicles. The tire carousels will replace the current outdoor storage of the tires. Bids will be received on Friday, May 11, 2018. Staff will present a recommendation for the award of a contract at the Board meeting.

Upon motion by Commissioner Barnhardt, seconded by Mr. Schlegel, the Board approved the Award of the Tire Carousel contract to Storage Concepts Inc.

C. Award of Bus Parts Bids

Mr. Kilmer mentioned that SCTA received 14 bids for the purchase of approximately 325 individual bus parts. Due to the high number of bidders, a chart showing the low price for each part was presented at the meeting. Staff recommends award to the low bidder for each part as follows:

**PURCHASE OF BUS PARTS (Project #04-2018)
REQUEST FOR AWARD OF BUS PARTS FOR
SCTA**

PARTS SUPPLIER RECOMMENDED FOR RECEIVING CONTRACT AWARD	NUMBER OF PARTS TO BE AWARDED	TOTAL CONTRACT AWARD	NUMBER OF INDIVIDUAL PART BIDS SUBMITTED
Cumberland Truck Parts (CTP), Carlisle, PA	13	\$16,773.82	106
Cummins Power Systems, Harrisburg, PA	33	\$35,136.47	89
D&W Diesel, Inc., Auburn, NY	8	\$30,133.35	23
FleetPride, Carlisle, PA	3	\$713.86	36
Fred Beans Parts, Doylestown, PA	11	\$14,586.01	22
Gillig LLC, Hayward, CA	76	\$99,250.56	211

Representatives from staff. Staff recommends the award of a contract to PFM Asset Management LLC. The current contract for pension investment services is at the end of its five-year term.

Upon motion by Ms. Glover, seconded by Mr. Rex, the Board approved the Resolution 06-18 -- Pension Investment Services for SCTA

F. Approval of Parking Garage Rates for Reading

Mr. Kilmer mentioned a copy of the Proposed Rates are included in the Board packet for review.

Upon motion by Commissioner Barnhardt, seconded by Mr. Schlegel, the Board approved the Approval of Parking Garage Rates for Reading.

G. Draft Program of Projects for FFY 2018

Mr. Kilmer mentioned this is the proposed program on how SCTA will expend the federal funds allocated to the Lancaster and Reading urbanized areas for FFY 2018. The draft Program of Projects the full allocation of federal funds to both urbanized areas for FFY 2018. A public hearing will be scheduled in both communities on the proposed use of these funds before the next Board meeting. No action is needed at this meeting.

H. Approval of Amendment to UPWP for Reading

Mr. Kilmer mentioned that following a review of its planning budget and expenditures, the Berks County Planning Commission (BCPC) staff identified federal transit planning funds assigned to BCPC staff that will not be spent prior to July 1, 2018. These funds will be lost to the region if not spent by that date. SCTA staff has determined these funds can be fully expended by July 1, 2018 to meet outstanding financial needs related to the update of the Transit Development Plan, the development of the Transit Asset Management Plan and ongoing transit planning activities. The additional federal funds total \$30,400. With the local match of \$7,600 provided by SCTA the total amount of funds is \$38,000. Staff recommends approving the amendment to the Reading Unified Planning Work Program (UPWP) to provide for the receipt of the additional \$30,400 in federal planning funds by SCTA.


Upon motion by Commissioner Barnhardt, seconded by Mr. Dennis Rex, the Board approved the Approval of Amendment to UPWP for Reading.

I. Resolution 07-2018 – Execution of a Letter of Credit

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:18 p.m., upon motion by Commissioner Barnhardt, seconded by Mr. Schlegel.

Respectfully submitted,



James Schlegel
Secretary