

**SOUTH CENTRAL TRANSIT AUTHORITY  
MINUTES**

DATE: May 20, 2020

TIME: 6:00 PM

PLACE: Virtual Meeting

PURPOSE: Regular Monthly Public Board Meeting

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

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

**Labor Attorney:** Susan Friedman, Stevens & Lee

**Staff:** David W. Kilmer, Laura Hopko, Rhonda Baer, Sharon Stephens, Jeffrey Glisson, Gregory Downing, and Jason Corbin

**Guests:** Amalgamated Transit Union #1345 Members - Edward Fabriziani (Vice President), Elaine DeCarlo-Doyle: Amalgamated Transit Union #1241 Member - John Habanec (President), Patty McKenna, Kashauna Savoy: Modeshift - Rich Lobran and Konstarin Sparov

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 April 15, 2020 Regular Board Meeting.

Chairman Kevin Barnhardt mentioned that the minutes from the April 15, 2020 Regular Board Meeting are in the packet and approved by the board as presented.

4. Bills and Communications

Mr. Kilmer mentioned there is none.

5. Reports of Committees

A. Personnel Committee

Mr. Kilmer 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 is included in the packet.

Upon motion by Ms. Landis, seconded by Ms. Glover, the Board approved the Reports of Committees.

6. Old Business

None

7. New Business

A. Approval of COVID-19 Policy –

Mr. Kilmer mentioned a draft COVID-19 Policy for SCTA, BARTA, and RRTA are included in the Board packet. The Policies detail the procedures and expectations for employees, visitors, and vendors and include details on the symptoms and procedures for potential positive tests. Due to the ever changing guidance from the CDC and PA Dept. of Health during this pandemic, this policy plan will be updated as new guidance is issued. Staff recommends approval.

Upon motion by Ms. Glover seconded by Mr. Rex, the Board approved the Approval of COVID-19 Policy.

B. Approval of Emergency BTC Ceiling Removal –

Mr. Kilmer mentioned due to high wind storms in April, the ceiling at the BARTA Transportation Center (BTC) was severely damaged with a significant amount of tiles falling to the ground. This ceiling was originally designed as a drop ceiling with clips to keep in place. With the facility now 20 years old, many of the clips and framing are severely rusted and the integrity of the ceiling is compromised. Warfel Construction was able to immediately respond to do the initial clean up and provided a price to totally remove the ceiling of \$49,929. Due to the emergency nature of the issue, Warfel was approved to remove the remainder of the ceiling and stabilize the lighting. Staff recommends retroactive approval.

Upon motion by Mr. Ouellet, seconded by Ms. Love, the Board approved the Approval of Emergency BTC Ceiling Removal.

C. Approval of Change Order for Pennoni -BTC Ceiling Design –

Mr. Kilmer mentioned Pennoni is currently under contract for the design of the upgrades at the BTC and with the unexpected removal of the ceiling tiles, the lighting and sprinkler system that was contained in the ceiling tiles needs to be modified. Pennoni has submitted a Change Order in the amount of \$25,250.00 to design the new lighting and modifications to the sprinkler and fire alarm system for the ceiling condition. Staff recommends approval.

Upon motion by Mr. Schlegel, seconded by Mr. Rex, the Board approved the Approval of Change Order for Pennoni -BTC Ceiling Design.

D. Approval for Modeshift Fare Collection Pilot —

Mr. Kilmer mentioned as part of the overall restructuring of the fare systems at both locations, the transit industry has been making advancement in the concept of mobile ticketing that utilizes personal smart phones as the ticketing device. Staff has reviewed a few different providers in the last year and would like to forward with a product being provided by Modeshift Inc., with an office in Boston, MA. The Company is based in Bulgaria and has implemented their product mostly in Europe and is interested in breaking into the US market and is willing to provide a free six month pilot of their technology at both locations. A summary of how their product works and implementation plan for the pilot is included in the Board packet. There would be no obligation to go beyond the six months without following the required federal and state procurement guidelines. The technology would make riding the bus easier and could potentially eliminate the need for a cash

based system. A contractual agreement will be negotiated for the pilot and will be reviewed by the Solicitor prior to execution. Staff recommends approval.

Upon motion by Mr. Rex, seconded by Mr. Schlegel, the Board approved the Approval for Modeshift Fare Collection Pilot.

E. Approval of UPWP Contract Modification #1 for Berks County -

Mr. Kilmer mentioned the Berks County Planning Commission is requesting to modify the existing contract for the Unified Planning Work Program for the Reading Urbanized Area to provide an increase of \$13,600 in federal planning funds for SCTA. These funds will be used for planning efforts for the fixed route system to evaluate potential service changes and analyze operating data and for compliance with FTA requirements. Staff recommends approval.

Upon motion by Mr. Schlegel, seconded by Ms. Glover, the Board approved the Approval of UPWP Contract Modification #1 for Berks County.

F. Approval of MOU for Master Lease Agreement Berger Rental Communities –

Mr. Kilmer mentioned a request was received from Berger Rental Communities that is in the process of developing a partial of land at the northwest corner of Queen and Chestnut Streets to build rental units. The MOU is mainly centered on providing up to 100 parking spaces at the Queen Street Station Parking Garage and the potential of constructing a pedestrian bridge from the new building to make an overhead connection to the parking garage for tenants. The Agreement was reviewed by Susan Freidman, Stevens & Lee and does not legally commit the Authority to any obligations for this proposed project. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Mr. Ouellet, the Board approved the MOU for Master Lease Agreement Berger Rental Communities.  
Ms. Love abstained from voting on this motion.

G. Approval to Purchase Driver Barriers for Bus Fleet -

Mr. Kilmer mentioned one of the issues with ongoing effects of the COVID-19 pandemic is the collection of fares on the buses. Early on SCTA moved to rear door boarding to greatly reduce the potential exposure of customers and drivers. SCTA requested information and pricing from Gillig Corporation that manufactures the buses and has designed a type of barrier at the driver's area that covers the fare box area. A picture of the barrier is included in the packet along with the pricing received from Gillig for both locations. Based on pricing, to equip the fleet in Reading would cost \$193,498.62 and the cost to equip the fleet in

Lancaster is \$221,894.18. The difference is due to the five smaller buses operated in Lancaster that require a special design. SCTA would be responsible for installing the barriers at both locations. Delivery would be 6-8 weeks from receipt of order. Funding for this procurement would be from the CARES Act apportionment received by both urbanized areas. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Ms. Love, the Board approved the Approval to Purchase Driver Barriers for Bus Fleet.

H. Approval of Operating Statement for April, 2020 –

Mr. Kilmer mentioned for the month of April, ridership in Lancaster showed a 67.9% decrease with fixed route showing a 66.8% decrease and shared ride showing a 74.9% decrease. For Reading, ridership showed a 60.0% decrease with fixed route showing a 58.9% decrease and shared ride showing a 73.0% decrease. Total ridership for the month was 147,581 for fixed route and 12,038 for shared ride for a total of 159,619 rides for the month of April compared to 435,276 rides last April for a decrease of 63.3% overall. For the first ten months of the fiscal year, overall ridership is down 9.0%.

Financially for April, 2020, Lancaster showed \$190,057 in operating revenue combined with operating grants of \$937,245 for total revenue of \$1,127,302 against total expenses of \$1,127,302 for a net gain of \$59,523 on shared ride. For Reading, operating revenues of \$148,799 combined with operating grants of \$939,907 for total revenue of \$1,088,706 against expenses of \$1,278,582 for a net loss of \$189,877 for Special Services.

Overall, for April, operating revenue was \$338,856 combined with operating grants of \$1,877,152 for total revenue of \$2,216,008 against total expenses of \$2,346,361 for a net loss of \$130,354 all on shared ride. Operating revenue for fixed route services was down 94% from the budgeted revenue for the month. For the tenth month of the fiscal year, revenue is 74.5% of budget, grants are at 75.2% of budget, and expense is 74.5% of budget.

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

8. Public Comment

Mr. Kilmer requested that any member of the public wishing to speak to please unmute themselves so that they could be identified by an organization prior to speaking. Mr. Kilmer started the public comments with Mr. John Habanec. Mr. Habanec mentioned he is here to make a statement on behalf of ATU Local 1241 to our Board of Directors. Today ATU members here in Lancaster and Reading have

come together to put our employers of South Central Transit Authority and the Board of Directors on notice that they must do much more to protect our operators, mechanics and cleaners from the coronavirus. Transit Authorities are doing appreciation pay for their employees but RRTA is refusing to negotiate anything with them.

The next member of the public was Ms. Patty McKenna with ATU Local 1241. She mentioned that she has no further comments only that she agrees with everything Mr. Habanec said.

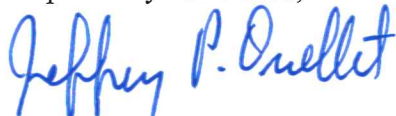
Next was Mr. Ed Fabriziani from ATU Local 1345, Mr. Fabriziani reiterates what Mr. Habanec has said. ATU 1345 is also demanding a seat at the table.

Mr. Kilmer asked if any other members of the public would like to make comments, no one came forward to speak.

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:42 p.m., upon motion by Ms. Wolf, seconded by Ms. Glover.

Respectfully submitted,



Jeffrey P. Ouellet

Secretary