

**SOUTH CENTRAL TRANSIT AUTHORITY  
MINUTES**

DATE: October 16, 2019

TIME: 6:00 PM

PLACE: 1700 N. Eleventh Street  
Reading, PA

PURPOSE: Regular Monthly Public Board Meeting

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

**Via Phone:** Bonnie Glover, Sandra Thompson

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

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

**Guests:** John Doerrman and Steve Newsham - Amalgamated Transit Union #1345

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 September 18, 2019 Regular Board Meeting.

Chairman Kevin Barnhardt mentioned the minutes from the September 18, 2019 Regular Board Meeting is in the packet.

Chairman Kevin Barnhardt mentioned the Board approves the minutes from the September 18, 2019 Regular Board Meeting as presented.

4. Bills and Communications

Mr. Kilmer mentioned there is none.

5. Reports of Committees

A. Personnel Committee

Chairman Barnhardt mentioned there are no reports.

B. Operations Committee

Chairman Barnhardt mentioned there are no reports.

C. Finance Committee

Chairman Barnhardt mentioned there are no reports.

D. Marketing Committee

Chairman Barnhardt reported the monthly marketing report is included in the packet.

6. Old Business

None

7. New Business

A. Award of Bids for Vehicle Disposal –

Mr. Kilmer mentioned the Bids for the disposal of three buses in Reading and Six buses in Lancaster, two shared ride vans in Reading, and 6 pallets of obsolete bus parts are due the afternoon of the Board meeting. A recommendation was presented at the meeting as follows:

Upon motion by Mr. Rex, seconded by Ms. Love, the Board approved the Award of Bids for Vehicle Disposal.

B. Approval of Contract for Waste Management Services –

Mr. Kilmer mentioned quotes were requested from firms to provide waste management services. The requested services include the following SCTA facilities in Lancaster and Reading; SCTA Headquarters and Lancaster Operations Center, 45 Erick Rd, Lancaster, Queen Street Station, 225 North Queen Street, Lancaster, Reading Operations Center and Administrative Facility, 1700 N 11<sup>th</sup> Street, Reading, BARTA Transportation Center, 8<sup>th</sup> and Cherry Streets, Reading. Four quotes were received in response to the request: Eagle Disposal, East Earl, PA; JP Mascaro, Birdsboro, PA; Republic Services, Marietta, PA and Waste Management, Leesport, PA. The quotes received were evaluated based on lowest overall cost. Staff recommends awarding the contract for Waste Management Services to Republic Services, Marietta, for a total term of three (3) years at a total annual cost for the first year of \$12,010, with 7% increases for each of the second and third years or at a total cost over the three years of \$38,612. The previous total annual cost to provide waste management services at the four locations was \$38,127. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Ms. Wolf, the Board approved the Approval of Contract for Waste Management Services.

C. Approval of Financial Software Upgrade -

Mr. Kilmer mentioned a quote was obtained to upgrade the financial reporting software that is currently being used at a price of \$25,136.00. This is a sole source procurement due to the existing company being the only one that is able to upgrade their own software that works with the SAGE software being used. This upgrade should improve and streamline the reporting functions for the finance department. Capital funds have been programmed for this purchase. Staff recommends approval.

Upon motion by Mr. Schlegel, seconded by Ms. Thompson, the Board approved the Approval of Financial Software Upgrade.

D. Approval to Purchase Four Supervisory Vehicles –

FIXED ROUTE BUSES AND MISCELLANEOUS (OCTOBER 2019)

Invent.									
#	Dept.	Winning Bid	Buyer	City, State, Zip	# of Bids	Year	Make	Model	Mileage
0535	Rdg Ops	\$5,020.00	Best Bus Sales	Des Plaines IL 60016	62	2005	Gillig	BRT Low Floor	496,757
0753	Rdg Ops	\$7,510.00	Best Bus Sales	Des Plaines IL 60016	65	2007	Gillig	BRT Low Floor	473,299
0755	Rdg Ops	\$20,010.00	Best Bus Sales	Des Plaines IL 60016	108	2007	Gillig	BRT Low Floor	457,347
1237	Rdg Ops	\$6,010.00	Ramona Writer	Manchester, PA	69	2012	Ford	Econoline E45	130,460
1239	Rdg Ops	\$7,010.00	Sawyers Inc	Christiansburg, VA	114	2012	Ford	Econoline E45	108,544
172	Lanc Ops	\$7,410.00	Miller Trans.	Louisville, KY	25	2006	Gillig	Low Floor	470,003
173	Lanc Ops	\$14,410.00	Miller Trans.	Louisville, KY	52	2007	Gillig	Low Floor	549,758
174	Lanc Ops	\$14,810.00	Miller Trans.	Louisville, KY	33	2007	Gillig	Low Floor	603,534
175	Lanc Ops	\$14,910.00	Miller Trans.		30	2007	Gillig	Low Floor	592,706
176	Lanc Ops	\$20,010.00	Miller Trans.	Louisville, KY	60	2007	Gillig	Low Floor	586,013
177	Lanc Ops	\$7,010.00	Miller Trans.	Louisville, KY	19	2007	Gillig	Low Floor	550,324
Lancaster	Maint.	\$174.00	Olivanders Auctions	Endwell, NY	7				
<b>TOTAL BID AMOUNT RECEIVED</b>		<b>\$124,294.00</b>							

Mr. Kilmer mentioned pricing was obtained off the state contract to replace two supervisory vehicles in Reading and two supervisory vehicles in Lancaster that are beyond their useful life. The vehicles would be 2019 Nissan Pathfinders with four wheel drive at a unit price not to exceed \$28,110.00 for a total of \$113,440 that include a \$250 delivery charge for each vehicle. Federal and state capital funds have been programmed for this purchase. Staff recommends approval.

Upon motion by Mr. Ouellet, seconded by Ms. Landis, the Board approved the Approval to Purchase Four Supervisory Vehicles.

E. Approval of Contract with EHC for Lead Abatement –

Mr. Kilmer mentioned in order for the Reading facility project to progress, SCTA will need to contract with Environmental Hazards Control (EHC) directly for the abatement of the north and south walls of the current vehicle storage building. Time is of the essence for this work as the general contractor cannot proceed with their work in this area until this abatement is completed. EHC has already completed the general abatement of the storage area and is very familiar with the project and the work that needs to be completed. To not delay work any further, EHC was requested to provide a quote for this work and provided a price of \$24,570.00 which has been reviewed by the architect and construction manager and appears to be reasonable. Due to the urgency, no other pricing was obtained. A copy of their proposal is included in the packet. Staff recommends approval.

Upon motion by Ms. Thompson, seconded by Ms. Glover, the Board approved the Approval of Contract with EHC for Lead Abatement.

F. Approval of Operating Statements for September, 2019 –

Mr. Kilmer mentioned for the month of September, 2019, ridership in Lancaster showed a 3.8% increase with fixed route showing a 3.9% increase and shared ride showing a 2.7% increase. For Reading, ridership showed a .8% decrease with fixed route showing a 1.5% decrease and shared ride showing a 7.2% increase. Total ridership for the month was 381,410 for fixed route and 42,637 for shared ride for a total of 424,047 rides for the month of September, 2019 compared to 419,047 rides last September for an increase of 1.0% overall.

Financially for September, 2019, Lancaster showed \$725,728 in operating revenue combined with operating grants of \$683,586 for total revenue

of \$1,409,314 against total expenses of \$1,493,944 for a net loss of \$84,630 on shared ride. For Reading, operating revenues \$713,168 combined with operating grants of \$738,600 for total revenue of \$1,451,768 against expenses of \$1,472,406 for a net loss of \$20,639 for Special Services. Overall, for September, operating revenue was \$1,438,896 combined with operating grants of \$1,422,186 for total revenue of \$2,861,082 against total expenses of \$2,966,351 for a net loss of \$105,268 all on shared ride. For the third month of the fiscal year, revenue is 25.0% of budget, grants are at 21.8% of budget, and expense is 23.5% of budget.

Upon motion by Ms. Landis, seconded by Ms. Love, the Board approved the Approval of Operating Statements for September 2019.

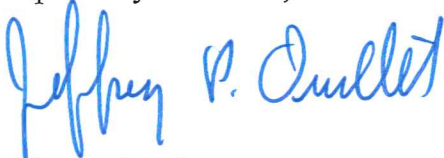
8. Public Comment

None

9. Adjournment

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

Respectfully submitted,



Jeffrey P. Ouellet  
Secretary