

**SOUTH CENTRAL TRANSIT AUTHORITY  
MINUTES**

DATE: May 20, 2015

TIME: 6:00 p.m.

PLACE: SCTA  
45 Erick Road  
Lancaster, PA 17601

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: **Members:** Commissioner Kevin Barnhardt, Jayne Dieruff, Bonnie Glover, Cindy Lonergan, Jeffrey Ouellet, Dennis Rex, James Schlegel, Timothy Snyder, and Jeffrey R. Wibberley

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

**Staff:** David W. Kilmer, Jeffrey Glisson, Laura Hopko, and Melanie Heffner

**Guests:** Mark Glatz – Easton Coach, William Frees and John Doerrman, Amalgamated Transit Union #1345, Liam Migdail-Smith, Reading Eagle Company

ORDER OF BUSINESS:

1. Call to Order

Chairman Kevin S. 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, 2015 Organizational Meeting.

Mr. Wibberley requested the following change to the April 15, 2015 minutes under Bills and Communications:

Mr. Kilmer mentioned that due to ongoing vandalism in RRTA and BARTA we might have to **close the restrooms** permanently for public use.

The minutes of April 15, 2015 Organizational Meeting was approved as written with the above change.

4. Bills and Communications

None

5. Reports of Committees

A. Personnel Committee

No report

B. Operations Committee

No report

C. Finance Committee

Mr. Rex reported the Finance Committee met to review the operating budget in detail. Mr. Kilmer explained that the federal funds will continue to come in separately – Berks County/Reading Metropolitan Area and Lancaster County/Lancaster Urbanized Area. Under the current federal rules the money can only be spent within the urbanized area that it is allocated to. The only way this will change is if the Census would combine the two urbanized areas.

D. Marketing Committee

Monthly marketing report is included in the packet.

6. Old Business

A. Approval of Operating Budget for FY 2016

A draft of the operating budget was presented at the April meeting. The Finance Committee met to review the operating budget in detail. This is the first combined budget for South Central Transit Authority. Mr. Kilmer mentioned that a lot of the savings due to the merger occurred during this fiscal year, so you will not see all of it for FY 2015-2016. The combined fuel cost savings is a \$700,000 savings between both agencies. This budget also includes adding service in both counties. In Berks, we will do the Park-N-Ride service at VF Outlet when the Buttonwood Bridge closes and adding Sunday service. Mr. Kilmer is hoping to have an Operations Committee meeting in a few weeks to review the potential service changes. In Lancaster, we will add service to the Gap area to reach Urban Outfitters.

Upon motion by Ms. Glover, seconded by Mrs. Dieruff, the Board approved the Operating Budget for FY 2016.

7. New Business

A. Resolution 9-15 Award of Bus Shelter Advertising

Mr. Kilmer mentioned SCTA received two proposals for advertising on bus shelters in the Reading area. The Proposals were from Lamar Outdoor Advertising, the current provider, and Direct Media, that currently does the bus advertising. Based on the evaluations of the Proposals and the level of proposed revenue, staff is recommending award to Direct Media for a base period of two years and an option for two five year options. We are only doing a two year contract to coincide with Lancaster contract, so when we go out for bid it will be for both areas and we should be able to get better rates.

Upon motion by Mr. Snyder, seconded by Mr. Rex, the Board approved Resolution 9-15 Authorizing the award of bus shelter advertising to Direct Media.

B. Resolution 10-15 PADOT Capital Grant Application

Mr. Kilmer mentioned a revised copy of the resolution was given to each Board member. This is a standard resolution required for the capital grant application and for providing the required local match for these funds. We are requesting \$80,881 from Section 1517 funds; and/or \$249,478 of Section 1514 state discretionary trust funds; and/or \$1,726,735 of Section 1514 Bond funds (matches bus purchases); and/or \$1,252,237 of Section 1516 CTC funds; and/or \$75,000 of Section 1516 Technical Assistance funds. Staff recommends approval.

Upon motion by Ms. Lonergan, seconded by Mr. Schlegel, the Board approved Resolution 10-15 PADOT Capital Grant Application.

C. Approval of Sub-Recipient Agreement with Berks County MATP

Mr. Kilmer thought it was appropriate to bring this contract before the board because it is for about \$1.5 million. The County contracts with BARTA to provide medical assistance transportation service annually. There is one change that needs to be made to the contract by the County, to change the bottom of page one from Paragraph 20 to Paragraph 19.

Upon motion by Mr. Wibberley, seconded by Mr. Ouellet, the Board approved the Sub-Recipient Agreement with Berks County MATP with the above change.

D. Financial and Operating Report for April 2015

For BARTA, total ridership decreased by 7.9% with an 8.8% decrease in fixed-route and a 3.7% increase in shared-ride for the month of April. Financially, operating revenues of \$529,166 combined with operating grants of \$904,401 for total revenue of \$1,433,567, against expenses of \$1,433,567.

For RRTA, total ridership increased .4% with a .2% increase in fixed-route and a 1.4% increase in shared ride. Financially, operating revenues of \$823,529 combined with operating grants of \$496,363 for total revenues of \$1,319,892, against expenses of \$1,293,461 for a net surplus of \$26,431. The surplus was all shared ride due to lower fuel prices.

8. Public Comment

Mr. Kilmer mentioned that BARTA went live on Wednesday, May 13, 2015, with the AVL system. We did a soft opening with notices on all vehicles, signs downtown and the commercial with Comcast. Mr. Kilmer showed how BusFinder works for passengers. BusFinder is a real-time GPS Tracker. Passengers can get it from their computer, Smartphone/tablet or iPhones. Lancaster went live in April with the AVL system and we are getting feedback on the system to help us make improvements. Passengers can sign-up to receive alerts on the routes that they use.

Mr. Schlegel inquired when the boards at the BTC are being installed. Mr. Kilmer stated that they are currently being tested to make sure they are working appropriately. They should be completed by July at the BTC and Queen Street Station.

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:32 p.m., upon motion by Ms. Glover, seconded by Mr. Ouellet.

Respectfully submitted,



June J. Wolf  
Secretary