

**SOUTH CENTRAL TRANSIT AUTHORITY  
MINUTES**

DATE: October 21, 2015

TIME: 6:00 p.m.

PLACE: SCTA  
1700 N. 11<sup>th</sup> Street  
Reading, PA 19604

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: **Members:** Commissioner Kevin Barnhardt, Bonnie Glover, Dennis Rex, James Schlegel, Timothy Snyder, and June Wolf.

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

**Staff:** David W. Kilmer, Jeffrey Glisson, Laura Hopko, Melanie Heffner, Daniel Russell, and Robert Rimby.

**Guests:** Mark Glatz – Easton Coach, William Frees and John Doerrman – Amalgamated Transit Union #1345 and Susan Friedman - Stevens & Lee

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

Commissioner Barnhardt mentioned that Jayne Dieruff has tenured her resignation from the SCTA and BARTA Board of Directors.

3. Approval of Minutes of the September 16, 2015 Regular Board Meeting.

The minutes from the September 16, 2015 Regular Board Meeting were approved.

4. Bills and Communications

None

5. Reports of Committees

A. Personnel Committee

Commissioner Barnhardt mentioned that the committee met at 5:00p.m. and a report will be given under New Business – SCTA Pension Plan.

B. Operations Committee

No report

C. Finance Committee

No report

D. Marketing Committee

Ms. Glover mentioned the monthly marketing report was included in the packet. Ms. Glover noted that the RRTA and BARTA Websites are busy.

6. Old Business

None

7. New Business

A. Approval of SCTA Pension Plan

Mr. Kilmer mentioned with the merger of the two administrative staffs, SCTA needs to start its own pension plan for employees. Both BARTA and RRTA had its own separate pension plan which were very similar, but did have differences in administration and benefit levels. The BARTA plan was administered by PMRS and the RRTA plan was administered by Conrad Siegel and was a stand-alone plan. A copy of the various options was included in the Board packet. After several months of reviewing various options for both benefit levels and administration the Personnel Committee would like to recommend Option 5 which would be administered by Conrad Siegel for \$163,976. The retirement age would be 60 years old. The RRTA plan would merge into the new SCTA plan and the BARTA plan would be frozen. The new SCTA Pension Plan will retro back to January 1, 2015.

Upon motion by Mr. Snyder, seconded by Ms. Glover, the Board approved Option 5 for the new SCTA Pension Plan.

B. Award of Bus Stop Sign Decal Installation

Mr. Kilmer mentioned as part of the AVL System and marketing efforts to make information easier for our customers to obtain, this project will include placing a stop number decal and QR code at each signed bus stop for both systems. This will allow customers to either enter the bus stop number when calling for information or scanning the QR code with their smart phone to obtain schedule information. As part of the AVL System, each bus stop has a unique number that the system will be able to provide real time information on when the next bus will arrive. A total of one bid was received for this project from T&W Traffic Control with a bid of \$94,162 to complete the project for both systems. The project is funded by FTA enhancement funds received as part of the annual apportionment and will be split between the two systems based on the number of installations. Staff recommends approval.

Upon motion by Mr. Schlegel, seconded by Mr. Rex, the Board award the bus stop decal installation to T&W Traffic Control.

C. Approval to Purchase Floor Scrubbers

Mr. Kilmer mentioned this includes the purchase of one ride on scrubber and one walk behind scrubber for the Reading office for maintenance. The existing scrubber is over ten years old and beyond its useful life. The purchase would be made from the state contract with the cost of the ride on scrubber, a Tennant Model T12, is \$22,774.75 and the walk behind, a Tennant Model 5700 is \$17,525. The ride on scrubber will be able to clean the maintenance shop and the bus storage area and the walk behind will be used in the maintenance area in places that the ride on cannot fit. This purchase will use state capital funds. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Mr. Snyder, the Board approved the purchase of the two floor scrubbers.

D. Approval to Purchase Snow Removal Equipment

Mr. Kilmer SCTA has received pricing for a ride-on tractor for snow removal for the Reading office. This tractor is narrow in design to be operated on sidewalks and reduce the time for snow removal at the transit center significantly compared to the walk behind brushes and snow blowers currently being used and with less labor. This has become a real issue with the last two winters' downtown at the transit center and the sidewalks around the Operations Facility. The cost of the equipment is \$29,240.94 from the state contract and state capital funds are available for this purchase. Staff recommends approval.

Upon motion by Mr. Snyder, seconded by Ms. Wolf, the Board approved the purchase of snow removal equipment.

E. Resolution 17-15 Authorizing Line of Credit with Metro Bank

Mr. Kilmer mentioned this resolution authorizes SCTA to apply for a Line of Credit with Metro Bank in the amount of \$830,000 and the required signatures needed in order to utilize the line of credit. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Mr. Schlegel, the Board approved Resolution 17-15 Authorizing Line of Credit with Metro Bank in the amount of \$830,000.

F. Financial and Operating Reports for September

Mr. Kilmer mentioned for the month of September, total ridership in Lancaster showed a 4.0% decrease with fixed route showing a 3.0% decrease and shared ride showing a 10.8% decrease. For Reading, total ridership showed a 6.9% decrease with fixed route showing a 7.4% decrease and shared ride showing a .9% decrease.

Financially for the first three months of FY 2016, operating revenue was \$7,962,575 combined with operating grants of \$432,807 for total revenue of \$8,395,382 against expenses of \$6,901,995 for a net surplus of \$1,493,387. The surplus is due to both BARTA and RRTA using the state operating reserves to pay for the fixed route delivery of services and is shown as in-kind Transportation Services on the statement versus the operating funds being supplied by the state under the Act 44 formula.

Mr. Kilmer mentioned that the BARTA Sunday Service numbers are very positive.

8. Public Comment

Commissioner Barnhardt mentioned that on September 29, Mr. Kilmer and he went to the South Central Consolidation Critical Issues meeting with the other seven counties at PennDOT. There is some indication that other counties would consider consolidation effort as long as our organization would be involved. Some of the next steps are to look at what it would look like if all of the fixed routes consolidated financially or to have all the Shared Rides merge. They are trying to meet every month. All or any Board Member is welcomed to attend these meetings. They run approximately 2 hours. The next meetings are on October 29, November 17 and December 22. Please contact Mr. Kilmer if you are interested.

Mr. Kilmer mentioned that the installation of Ecolane at the Reading office was the best conversion that happened at any transit agency. It was virtually seamless. Vicki Weidner was able to be a part of the conversion when it happened at the Lancaster office and learned what to do for the Reading office.

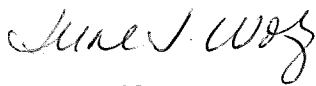
Mr. Kilmer stated that he will give Ms. Weidner and her staff recognition for all their hard work.

Mr. Kilmer will also make sure Jayne Dieruff gets recognition for her years of service on the BARTA Board as well as, SCTA Board.

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:29 p.m., upon motion by Ms. Glover, seconded by Ms. Wolf.

Respectfully submitted,



June J. Wolf  
Secretary