

**SOUTH CENTRAL TRANSIT AUTHORITY  
MINUTES**

DATE: September 21, 2016

TIME: 6:00 p.m.

PLACE: SCTA  
45 Erick Rd.  
Lancaster, PA 17601

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: **Members:** Commissioner Kevin Barnhardt, Bonnie Glover, Gail Landis, Cynthia Lonergan, Jeffrey Ouellet, Dennis Rex, James Schlegel, Jeffrey Wibberley and June Wolf.

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

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

**Guests:** John Habanec and Bill Stauffer, Amalgamated Transit Union #1241, William Frees and John Doerrman – Amalgamated Transit Union #1345 and Mark Glatz – Easton Coach

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 August 17, 2016 Regular Board Meeting.

The Board approved the minutes from the August 17, 2016 regular Board Meeting as written.

4. Bills and Communications

None

5. Reports of Committees

A. Personnel Committee

No report

B. Operations Committee

Committee met prior to meeting to review proposed route and schedule changes. Will discuss under New Business.

C. Finance Committee

No report

D. Marketing Committee

Ms. Glover reported the monthly marketing report was included in the packet.

6. Old Business

None

7. New Business

A. Approval of Act 44 Action Plan

Mr. Kilmer mentioned as required by PADOT, the Board must approve the Action Plan included in the Board packet to address the recommendations of the on-site review. As shown, there were three recommendations in the final report for SCTA to respond to and set a time frame which is included in the Action Plan. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Ms. Lonergan, the Board approved the Act 44 Action Plan.

B. Resolution 9-16 Approval and Submission of Title VI Plan for Reading

Mr. Kilmer mentioned due to Reading still having open federal grants, a separate Title VI document is required to be developed and submitted to the FTA to cover the next three-year period. The Plan is written to complement the Title VI Plan already submitted by SCTA as the new designated recipient. Staff recommends approval.

Upon motion by Mr. Ouellet, seconded by Mrs. Wolf, the Board approved the Resolution 9-16 Approval and Submission of Title VI Plan for Reading.

C. Resolution 10-16 Purchase Two Portable Bus Lifts for Lancaster

Mr. Kilmer mentioned this purchase is to replace two sets of portable bus lifts that are beyond their useful life. The pricing is from the state contract with

Stertil-Koni, USA with a total price of \$74,964.00. Funding for this project is provided from state capital funds. Staff recommends approval.

Upon motion by Ms. Landis, seconded by Mr. Rex, the Board approved Resolution 10-16 Purchase Two Portable Bus Lifts for Lancaster.

D. Approval of Annual Contract with Millersville University

Mr. Kilmer mentioned this contract is to provide service for Millersville University for the Fall and Spring semesters and includes the on-campus shuttle and the Park City Express bus for the students. The contract also allows the students to ride the Route 16-Millersville bus free with showing their college ID. The rate for this year has been set at \$54.16 per hour of service provided and is based on the CPI for the Transportation Index. Staff recommends approval.

Upon motion by Mr. Schlegel, seconded by Ms. Lonergan, the Board approved the Annual Contract with Millersville University.

E. Approval of Contract with UGI for Natural Gas

Mr. Kilmer mentioned this contract is to provide natural gas for heating for the BARTA Operations Center, BARTA Transportation Center and the Franklin Street Station. The cost will be \$3.08. Last year the cost was \$3.10.

Upon motion by Mr. Rex, seconded by Mr. Schlegel, the Board approved the Contract with UGI for Natural Gas.

F. Approval to Donate Bus(s) to Reading and Lancaster Vo-Tech

Mr. Kilmer mentioned staff has been working the local Vo-Techs to encourage diesel mechanics to consider working on buses as a vocation. To help encourage this, SCTA would like the ability to donate a bus to each of the Vo-Techs to provide some exposure and experience with working on buses. There are currently four buses in Lancaster for disposal and there will be four buses in Reading that will be taken out of service by the end of October. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Ms. Lonergan, the Board approved to Donate Bus(s) to Reading and Lancaster Vo-Tech.

G. Annual Route and Schedule Change Proposals

Mr. Kilmer mentioned staff has been comprising a list of recommended route and schedule changes for both areas which would be implemented in January, 2017. A separate sheet of recommendations was included in the Board packet and will be reviewed by the Operations Committee prior to the meeting. A Public Hearing Notice was posted in the newspaper with a separate hearing in

Reading and Lancaster prior to the next Board meeting. A Notice to Riders will also be prepared and distributed on all buses. No action is needed at this time.

H. Approval of August, 2016 Operating Statement

For the month of August, total ridership in Lancaster showed a 2.2% increase with fixed route showing a 1.5% increase and shared ride showing a 6.6% increase. For Reading, total ridership showed a 3.8% increase with fixed route showing a 3.2% increase and shared ride showing a 10.9% increase.

Financially for August, Lancaster showed \$860,295 in operating revenue combined with operating grants of \$588,296 for total revenue of \$1,448,591 against total expenses of \$1,409,036 for a surplus of \$39,555 due to low gas prices. For Reading, operating revenues \$774,775 combined with operating grants of \$825,234 for total revenue of \$1,600,009 against expenses of \$1,684,113 for a loss of \$84,104 all in shared ride services.

Upon motion by Mr. Schlegel, seconded by Mr. Rex, the Board approved the Financial and Operating Reports for August 2016 subject to audit.

8. Public Comment

None

9. Adjournment

With no further business to discuss, the meeting adjourned at 6:27 p.m., upon motion by Ms. Glover, seconded by Mrs. Wolf.

Respectfully submitted,



June J. Wolf  
Secretary