

**SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES**

DATE: April 20, 2022
TIME: 6:00 PM
PLACE: Hybrid Meeting
PURPOSE: Regular Monthly Meeting
ATTENDANCE: Members: June Wolf, Commissioner Kevin Barnhardt, Bonnie Glover, Gail Landis, Ineavelle Ruiz, Joy Ashley, Timothy Snyder, and James Schlegel.

Solicitor: Sean Summers, Summers Nagy Law Offices

Staff: Gregory Downing, Laura Hopko, Jeffrey Glisson, Sharon Stephens, Dominique Thompson, and Natasha Steffenhagen.

Guests: Michael Golembiewski, Berks Co. Planning; Tony Dastra, Lancaster Newspaper; Luke Demi, JJD Electric, LLC.

ORDER OF BUSINESS:

1. Call to Order

Chairwoman June Wolf called the meeting to order at 6:00 p.m.

2. Changes to Agenda

A. Approval of Agreement with SRTA for MCO shared ride service.

Upon motion by Ms. Landis, seconded by Ms. Glover, the Board approved the Agreement with SRTA for MCO shared ride service.

3. Public Comment on Agenda Items

None.

4. Approval of the Minutes of the March 16, 2022 Regular Board Meeting.

Upon motion by Ms. Glover, seconded by Ms. Ruiz, the Board approved the March 16, 2022 Regular Board Meeting minutes.

5. Bills and Communications.

None.

6. Reports of Committees

- A. Personnel Committee – No Report.
- B. Operations Committee – Monthly performance report is included in the packet.
- C. Finance Committee – No Report.
- D. Marketing Committee – Monthly marketing report is included in the packet.

Upon motion by Ms. Love, seconded by Mr. Snyder, the Board approved the Reports of Committees.

7. Old Business

- A. Resolution 04-2022 Purchase of Four Gillig Low Floor Fixed Route Buses for Reading – There was a discrepancy during last month’s meeting regarding the price of the statewide contract. The correct amount is \$2,904,816.00.

No action necessary.

8. New Business

- A. Award of Filter Bids – Bids were solicited to provide filters for a nine month period. A total of six suppliers bid various filters and were tabulated on the spreadsheet included in the Board packet. Based on the prices received for the various groupings, staff recommends award to the lowest bidders, as identified on the bid tabulation sheet.

Upon motion by Mr. Snyder, seconded by Mr. Schlegel, the Board approved the Award of the Filter Bids.

- B. Resolution 07-2022 PURCHASE OF NINE WHEELCHAIR ACCESSIBLE SHARED RIDE VEHICLES - SCTA will purchase nine wheelchair accessible shared-ride vans, for the regular replacement of shared-ride vehicles that have reached the end of their useful life off the state contract. The total contract price of \$777,030.00 includes the manufacture and delivery of the vans. Staff recommends approval.

Upon motion by Mr. Snyder, seconded by Ms. Love, the Board approved Resolution 07-2022.

- C. Resolution 08-2022 PURCHASE OF SEVEN WHEELCHAIR ACCESSIBLE SHARED RIDE VEHICLES - SCTA will purchase seven wheelchair accessible shared-ride vans, for the regular replacement of shared-ride vehicles that have reached the end of their useful life off the state contract. The total contract price of 613,459.00 includes the manufacture and delivery of the vans. Staff recommends approval.

Upon motion by Mr. Snyder, seconded by Ms. Landis, the Board approved Resolution 08-2022.

- D. Resolution 09-2022 Authorization of Agreement with AMTRAK for BTC Access – License Agreement with Amtrak for Access to the BTC. Amtrak is planning to operate a

Philadelphia – Reading Thruway Bus Service providing two (2) round trips seven days a week. Amtrak approached SCTA about possible sites in the City of Reading for a bus station. SCTA and Amtrak agreed to the use of the BTC as the bus station site, subject to the completion of the bus test at the BTC. Staff recommends SCTA not charge Amtrak a fee for the use of the BTC subject to SCTA reserving the right to seek payment from Amtrak for additional costs incurred, if any, from a future change in service and Amtrak passengers using the BTC Garage shall pay for parking. A copy of the draft License Agreement with SCTA's initial comments is included for the Board's information. Staff recommends authorizing the Executive Director to negotiate and execute the License Agreement with Amtrak for Access to the BTC, subject to review by the Solicitor.

Upon motion by Mr. Barnhardt, seconded by Ms. Ruiz, the Board approved Resolution 09-2022.

- E. Resolution 10-2022 Authorization of Submittal and Modification of PADOT Grants – PennDOT Combo Resolution for dotGrants Submission. This Resolution is required by PennDOT to designate staff members from SCTA authorized to prepare, modify and submit state grants in their software system. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Ms. Love, the Board approved Resolution 10-2022.

- F. Resolution 11-2022 Award of Solar Panels – Bids were solicited for the installation of solar panels at the Lancaster Operations Center. A total of three contractors provided bids; staff recommends award to JJD Electric, LLC.

Upon motion by Ms. Ashley seconded by Mr. Schlegel, the Board approved Resolution 11-2022.

- G. Approval of Bids for Vehicle Disposal - Bids for the disposal of eleven buses in Lancaster are expected to be received prior to the Board meeting. A summary and recommendation will be presented at the meeting

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

- H. Proposed Fiscal Year 2022-2023 Capital Program of Projects - The proposed Program of Projects for FFY 2022-2023 is attached. The proposed Program of Projects will be introduced at the SCTA Board meeting on April 20, 2022. Two public hearings will be held regarding the proposed Program of Projects. One hearing is scheduled for 5:00 PM on Monday, May 16, 2022 at the SCTA Lancaster Headquarters Office, 45 Erick Road, Lancaster, PA. A second hearing is scheduled for 5:00 PM on Tuesday, May 17, 2022 at the SCTA Reading Office, 1700 North Eleventh Street, Reading, PA.

No action necessary.

- I. Approval of March Operating Statement - For the month of March, ridership in Lancaster showed a 10.4% increase with fixed route showing a 7.8% increase and shared ride showing an 27.3% increase. For Reading, ridership showed a 6.4% increase with fixed route showing a 6.3% increase and shared ride showing an 8.0% decrease. Total ridership was 279,672 for fixed route and 29,255 for shared ride for a total for the month of March of 308,927 compared to 286,663 rides last March for an increase of 22,264 overall.

Financially for March 2022, Lancaster recorded \$565,937 in operating revenue combined with operating grants of \$2,577,293 for total revenue of \$3,143,230 against total expenses of \$1,644,830. For Reading, operating revenues of \$478,981 combined with operating grants of for total revenue of \$2,059,013 against expenses of \$1,458,271. For the first nine months of the fiscal year, operating revenue is at 48.7% of projected budget and operating grants are 87.2% for total revenue of 69.2% of the projected budget compared to expenses at 69.6% of projected budget.

Upon motion by Mr. Snyder, seconded by Mr. Schlegel, the Board approved the March Operating Statement.

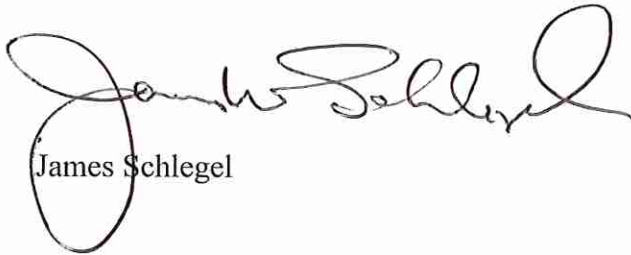
9. Public Comment

None.

10. Adjournment

With no further business to discuss, the meeting adjourned at 6:37 p.m., upon motion by Snyder.

Respectfully Submitted,



James Schlegel