

SOUTH CENTRAL TRANSIT AUTHORITY

MINUTES

DATE: July 19, 2023
TIME: 6:00 PM
PLACE: Hybrid Meeting (Lancaster)
PURPOSE: Regular Monthly Meeting
ATTENDANCE: Members: Bonnie Glover, Ineavelle Ruiz, Jeffrey Ouellet, Joy Ashley, Cheryl Love, Gail Landis and James Schlegel
Solicitor: Jill Nagy, Summers Nagy Law Offices
Staff: Gregory Downing, Jeffrey Glisson, Keith Boatman, Laura Hopko, Dominique Thompson, and Paola Peguero.
Guest: Patty McKenna with ATU Local 1241, Mike Hartley with KCL and Mike Golembiewski with Berks County Planning Commission.

ORDER OF BUSINESS

1. Call to Order

Vice Chair James Schlegel called the meeting to order at 6:00 P.M

2. Changes to Agenda

A. Reading High School Transportation Agreement 2023-2024

3. Public Comment on Agenda Items

None

4. Approval of the Minutes from the June 21, 2023 Regular Board Meeting

Upon motion by Ms. Glover, second by Ms. Love, the Board approved the June 21, 2023 Regular Board Meeting minutes.

5. Bills and Communications

A. None

6. Reports of Committees

A. Personnel Committee – No Report

B. Operations Committee – Monthly performance report included in packet

- C. Finance Committee – Monthly Report on Procurements awarded is included in packet
- D. Marketing Committee – Monthly marketing report included in packet

Upon motion by Ms. Landis, seconded by Ms. Ashley, the Board approved Reports of Committees.

7. Old Business

None

8. New Business

A. Approval of Bids for Vehicle Disposal

Bids for the disposal of three Grand Caravan mini-vans were received. Based on the bids and summary distributed to the Board, Staff recommends awards to Tetteh Addy for \$70,380.00 for the disposal of three Grand Caravan mini-vans.

Upon motion by Mr. Ouellet, seconded by Ms. Love, the Board approved Bids for Vehicle Disposal of Three Grand Caravan mini-vans.

B. Approval of the Transit Asset Management Plan (TAMP) Performance Measure Targets for FY 2024

Each year as part of its TAMP, SCTA is required to develop performance measure targets in reaching a state of good repair (SOGR). Based on available funding and current conditions, the performance measure targets center around rolling stock, facilities, and equipment with a value of \$50,000 or more. A copy of the FY 2024 performance measure targets documentation was included in the Board packet for review. The performance measure targets are also slated for approval by the MPO's in each urbanized area. Staff recommends approval.

Upon motion by Ms. Love, seconded by Ms. Glover, the Board approved Transit Asset Management Plan (TAMP) Performance Measure Targets for FY 2024.

C. Approval of the BARTA/Reading High School Transportation Agreement 2023-2024

This agreement is to provide transportation to Reading High School students living within 1.6 – 1.99 miles distance from the school. Reading School District will be billed \$1 per student. A draft of the agreement was included. Staff recommends approval.

Upon motion by Ms. Love, seconded by Ms. Ruiz, the Board approved BARTA/Reading High School Transportation Agreement 2023-2024.

D. Resolution 11-2023 Award of Berks Transit Center, BTC Parking Garage and 11th Street Renovation Contract

SCTA received three proposals to provide Engineering and Design Services for the Berks Transit Center, BTC Parking Garage and 11th Street Renovation Contract. Proposals were received from all three On-call Service Firms, Larson Design Group, Johnson, Mirmiran & Thompson Inc. and KCI Technologies. Larson Design Group, submitted a proposal that ranked highest based on the evaluation criteria described in the Request for Proposal. A Cost estimate was received on June 28, 2023 for \$286,626.00. Staff recommends approval.

Upon motion by Mr. Ouellet, seconded by Ms. Love, the Board approved Resolution 11-2023 Award of Berks Transit Center, BTC Parking Garage and 11th Street Renovation Contract

E. Approval of June Operating Statement

For the month of June, ridership in Lancaster showed a 5.7% increase with fixed route showing a 6.4% increase and shared ride showing a 1.0% increase. For Reading, ridership showed a 4.9% decrease with fixed route showing a 4.0% decrease and shared ride showing a 15.1% decrease. Total ridership was 272,842 for fixed route and 28,731 for shared ride for a total for the month of June of 301,573 compared to 305,739 rides last June for a decrease of 1.4% overall.

Financially for June 2023, Lancaster recorded \$503,709 in operating revenue combined with operating grants of \$950,942 for total revenue of \$1,454,651 against total expenses of \$1,347,908. For Reading, operating revenues of \$717,692 combined with operating grants of \$983,869 for total revenue of \$1,701,561 against expenses of \$1,532,135. For the final month of the fiscal year, operating revenue was at 121% of the projected budget and operating grants were 110% for total revenue of 114% of the projected budget compared to expenses at 91% of projected budget.

Upon motion by Ms. Glover, seconded by Ms. Love, the Board approved the June Operating Statement, subject to audit.

9. Public Comment

Mr. Golembiewski asked for a brief update about the Transit Development Plan (TDP). Mr. Downing mentioned the SCTA contractor is in the process of preparing Lancaster and Reading route scenarios. These route scenarios will be presented to SCTA for review and comment before being released to the public for review. The contractor has completed its research regarding ridership, where ridership is and where and how service is being delivered and whether it is efficient.

Ms. Landis asked whether the delay in the passage of the State Budget is impacting SCTA. Mr. Downing responded the delay is not impacting SCTA at this time.

10. Adjournment/Executive Session Real Estate Matters

With no further business to discuss, the public meeting was adjourned at 6:22 p.m. The Board went into an Executive Session to discuss Real Estate matters.

Respectfully Submitted,



Gail Landis

Secretary