

SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES

DATE: December 20, 2023
TIME: 6:00 PM
PLACE: Hybrid Meeting (Reading)
PURPOSE: Regular Monthly Meeting
ATTENDANCE: Members: June Wolf, Bonnie Glover, Jeffrey Ouellet, Jessica Jones, Gail Landis and James Schlegel

Solicitor: Jill Nagy, Summers Nagy Law Offices

Staff: Gregory Downing, Jeffrey Glisson, Keith Boatman, Laura Hopko, Dominique Thompson, Vicki Weidner, Jennifer Boley, Steve Myers and Paola Peguero.

Guest: Patty McKenna with ATU Local 1241, Mike Hartley with KCL, Mike Golembiewski with Berks County Planning Commission, Joanne Servansky, and Kim Glisson.

ORDER OF BUSINESS

1. Call to Order

Chairwoman June Wolf called the meeting to order at 6:05 P.M

2. Changes to Agenda

A. None

3. Public Comment on Agenda Items

A. None

4. Approval of the Minutes from the November 15, 2023 Regular Board Meeting

Upon motion by Mr. Ouellet second by Ms. Glover, the Board approved the November 15, 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 Mr. Ouellet, seconded by Mr. Schlegel, the Board approved Reports of Committees.

7. Old Business

- A. Approval of FY 2023 Audit – The draft audit for FY 2023 was presented at the November Board meeting for review and comment. The Finance Committee reviewed the audit with the Auditors and found no problems or issues. Staff recommends approval.

Upon motion by Ms. Glover, seconded by Mr. Schlegel, the Board approved the FY 2023 Audit.

8. New Business

A. Re-Appointment of Solicitor

This is the last year of a five year agreement with Summers Nagy to perform legal services as Solicitor for the Authority. A rate increase from \$175.00 per hour to \$200 per hour for 2024 has been provided for approval. Staff recommends approval.

Upon motion by Mr. Ouellet, seconded by Ms. Jones, the Board approved Re-Appointment of Solicitor for 2024.

B. Re-Appointment of Labor Services

This is the last year of a five year agreement with Stevens & Lee to perform labor and other legal services for the Authority. A rate increase from \$287.00 per hour to \$300.00 per hour has been provided for approval. Staff recommends approval.

Upon motion by Mr. Schlegel, seconded by Mr. Ouellet, the Board approved Re-Appointment of Labor Services Counsel for 2024.

C. Approval of MPO Representatives for Lancaster and Reading

The two MPO's require SCTA to officially designate the representatives to the RATS and LATS MPO Technical and Coordinating Committees. A copy of the recommended appointments is included in the Board Packet.

Upon motion by Mr. Ouellet, seconded by Ms. Glover, the Board approved the MPO Representatives for Lancaster and Reading.

D. Approval of November Operating Statement

For the month of November, ridership in Lancaster showed a 7.9% increase with fixed route showing a 7.8% increase and shared ride showing a 8.9% increase. For Reading, ridership showed a 7.7% increase with fixed route showing a 7.8% increase and shared ride showing a 6.9% increase. Total ridership was 286,900 for fixed route and 29,309 for shared ride for a total for the month of November of 316,209 compared to 293,289 rides last November for an increase of 7.8% overall.

Financially for November 2023, Lancaster recorded \$565,693 in operating revenue combined with operating grants of \$1,048,693 for total revenue of \$1,614,386 against total expenses of \$1,768,606. For Reading, operating revenues of \$561,533 combined with operating grants of \$1,087,818 for total revenue of \$1,649,351 against expenses of \$1,816,148. For the fifth month of the fiscal year, operating revenue was at 99% of the projected budget and operating grants were 115% for total revenue of 109% of the projected budget compared to expenses at 105% of projected budget.

Upon motion by Mr. Ouellet, seconded by Ms. Jones, the Board approved the November Operating Statement, subject to audit

E. Appointment of Nominating Committee

The Chair will appoint a Nominating Committee for officers for 2024 at the meeting.

Chairwoman June Wolf appointed Mr. Schlegel and Ms. Landis, to the Nominating Committee.

9. Public Comment

Mr. Downing acknowledged Steve Myers, Director of Maintenance in Lancaster for RRTA. He was the chairman of PPTA Maintenance Committee. Mr. Myers helped develop and designed training programs to train mechanics in Pennsylvania. After 18 years of his service he has decided to retire.

Mr. Downing acknowledged Jeffrey Glisson. After 25 years of service working and being involved in public transportation, Mr. Glisson has decided to retire. Mr.

Glisson has been involved in procurement, and led on MPO and planning features done in Lancaster County. In addition, the staff of Senator Fetterman showed their appreciation towards Mr. Glisson by giving Mr. Glisson a letter signed by Senator Fetterman.

Ms. Wolf noted that this was the last meeting for Mr. Ouellet as he has resigned from the Board. Ms. Wolf and Mr. Schlegel expressed their appreciation along with entire Board for the time Mr. Ouellet has spent on the Board and his contributions.

Mr. Myers, Mr. Glisson and Mr. Ouellet noted that he has enjoyed his time and expressed his appreciation to the Board and the staff.

10. Adjournment

With no further business to discuss, the public meeting was adjourned at 6:35p.m., upon motion by Mr. Ouellet, seconded by Mr. Schlegel.

Respectfully Submitted,



Gail Landis

Secretary