

SOUTH CENTRAL TRANSIT AUTHORITY
MINUTES

DATE: February 21, 2024
TIME: 6:00 PM
PLACE: Hybrid Meeting (Reading)
PURPOSE: Regular Monthly Meeting
ATTENDANCE: Members: June Wolf, Bonnie Glover, Cheryl Love, Jessica Jones, Sandra Burke and James Schlegel

Solicitor: Jill Nagy, Summers Nagy Law Offices

Staff: Gregory Downing, Laura Hopko, Dominique Thompson, Keith Boatman and Paola Peguero.

Guest: Patty McKenna with ATU Local 1241 and Mike Golembiewski with Berks County Planning Commission.

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. None

3. Public Comment on Agenda Items

A. None

4. Approval of the Minutes from the January 17, 2024 Regular Board Meeting

Upon motion by Ms. Jones second by Ms. Glover, the Board approved the January 17, 2024 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. Ashley, seconded by Ms. Jones, the Board approved Reports of Committees.

7. Old Business

- A. None

8. New Business

A. Approval for Extension of Agreement with Berks County (Berks Heim) for Transportation

Renewal of a yearly agreement with Berks County to provide specialized transportation services effective May 24, 2023 to March 31, 2025. A copy of the contract was included in the Board packet for review. Staff recommends approval.

Upon motion by Mr. Schlegel, seconded by Ms. Jones, the Board approved the Extension of Agreement with Berks County (Berks Heim) for Transportation

B. Approval for Extension of Agreement with Lancaster Office of Aging

The contract with the Lancaster Office of Aging is up for renewal for providing shared ride service for their clients. A copy of the contract was included in the Board packet for review. Staff recommends approval.

Mr. Downing mentioned the verbiage of the contract needs a minor change. In the contract, it needs to read Second Extension instead of First Extension under Incorporation of Recitals.

Upon motion by Ms. Glover, seconded by Ms. Ashley, the Board approved the Extension of Agreement with Lancaster Office of Aging with the correction noted by Mr. Downing.

C. Approval of Bids for Vehicle Disposal and Equipment

Bids for the disposal of one 30-foot fixed route bus, a brake lathe and a welder were received. Based on the bids and summary distributed to the Board, Staff recommends award to the high bidder for each vehicle and equipment listed on the summary for total bid amount received of \$4,295.00 for the vehicle and equipment disposal.

Upon motion by Ms. Glover, seconded by Ms. Burke, the Board approved Bids for Vehicle Disposal.

D. Appendix D – Act 44 Performance Action Plan Update

In April 2021 SCTA received its final Act 44 Performance Report from PennDOT. PennDOT in turn required the development of an Action Plan for addressing the recommendations made in the Performance Report. The SCTA Board approved the Action plan on May 19, 2021, which requires a quarterly status update to the board of progress made. A copy of the Quarterly update for fourth quarter of 2023 was included in the Board packet for review.

Mr. Downing gave a brief update of the Act 44 Performance Action Plan. Mr. Downing mentioned all items on the report have been accomplished except for scheduling a board led strategic plan which is in process. No action is required at this meeting.

E. Approval of January Operating Statement

For the month of January, ridership in Lancaster showed a 6.7% increase with fixed route showing a 7.2% increase and shared ride showing a 3.2% increase. For Reading, ridership showed a 6.6% increase with fixed route showing a 6.5% increase and shared ride showing an 8.3% increase. Total ridership was 267,582 for fixed route and 27,817 for shared ride for a total for the month of January of 295,399 rides compared to 277,028 rides last January for an increase of 6.6% overall.

Financially for January 2024, Lancaster recorded \$540,204 in operating revenue combined with operating grants of \$1,146,858 for total revenue of \$1,687,062 against total expenses of \$1,868,729. For Reading, operating revenues of \$581,099 combined with operating grants of \$1,196,839 for total revenue of \$1,777,938 against expenses of \$1,958,578. For the seventh month of the fiscal year, operating revenue was at 99% of the projected budget and operating grants were 126% for total revenue of 116% of the projected budget compared to expenses at 112% of projected budget.

Upon motion by Mr. Schlegel, seconded by Ms. Love, the Board approved the December Operating Statement, subject to audit

9. Public Comment

Mr. Golembiewski inquired about the TDP report. Mr. Downing mentioned SCTA will present the TDP report in March Board Meeting.

Mr. Downing gave a brief update of the new Director of Operations, Harold Purnell. We welcomed Mr. Purnell after working for SEPTA for 22 years.

10. Adjournment

With no further business to discuss, the public meeting was adjourned at 6:20p.m., upon motion by Ms. Burke, seconded by Mr. Schlegel.

Respectfully Submitted,



Gail Landis

Secretary