

SOUTH CENTRAL TRANSIT AUTHORITY
MEETING MINUTES

DATE: March 18, 2026

TIME: 6:00 PM

LOCATION: Lancaster / Virtual

PURPOSE: Regular Monthly Meeting

ATTENDANCE: Members: Jim Schlegel, June Wolf (virtual), Sandra Burke, Gail Landis, Timothy Snyder, Bonnie Glover (virtual), Joy Ashley (virtual) and Cheryl Love (virtual)

Solicitor: Jill Nagy, Summers Nagy Law Offices

Staff: Greg Downing, Carl Albright, Keith Boatman, Laura Hopko (virtual), Dave Avery (virtual) and Erika Gustus

Guests: Patty McKenna with ATU-1241, Michael Golembiewski, County of Berks MPO (virtual)

ORDER OF BUSINESS

1. Call to Order

Mr. Schlegel called the meeting to order at 6:00

2. Changes to Agenda

None

3. Public Comment on Agenda Items

None

4. Approval of Minutes from the February 18, 2026 Regular Board Meeting

Upon motion by Ms. Burke, seconded by Mr. Snyder, the Board approved the February 18, 2026 Regular Board Meeting minutes.

5. Bills and Communications

None

6. Reports of Committees

A. Personnel Committee – Ms. Burke stated that there was nothing to report.

B. Operations Committee – The monthly Performance Report for February is included in the packet.

Ms. Glover noted that there was very little change in the number of complaints

C. Finance Committee – The monthly Procurement Report for February is included in the packet

Mr. Snyder noted that there is only one item on the report.

D. Marketing Committee – The monthly Marketing Report for February/March is included in the packet.

Ms. Landis noted that it showed a good use of social media.

Upon motion by Ms. Landis, seconded by Ms. Wolf, the Board approved the Committee Reports.

7. Old Business

A. Approval of Lancaster Bus Wash Roof Repair – At the January SCTA board meeting an approval was given for a \$62,000 repair needed for the RRTA bus wash roof. After a more extensive look at the project that included more cost, other quotes were sought. After reviewing quotes received (2), Restoration Relief, based in Ephrata, PA was selected for a cost of \$99,172.03. Staff recommends approval.

Mr. Downing reviewed that the work to be completed was for roof joists that were failing and in need of immediate replacement. Previous work done was for a temporary fix and the cost of this project reflects what is needed for the permanent repair.

Ms. Burke asked if there was a way to ensure that quotes received included everything that was necessary upon submission. Mr. Downing noted that this contractor had not previously bid on a PennDOT project and had forgotten to account for the Davis-Bacon Wage Act.

Upon motion by Ms. Ashley, seconded by Ms. Glover, the Board approved the Lancaster bus wash roof repair to Restoration Relief.

8. New Business

- A. **Draft of Fiscal Year 2026-2027 Lancaster Capital Program of Projects** - A copy of the Lancaster proposed Program of Projects for FY 2026-2027 is included in the board packet for review. The Program of Projects proposes how South Central Transit Authority (SCTA) will utilize the federal funding apportioned to the Lancaster urbanized area for transit related projects. A public hearing will be held regarding the proposed Program of Projects at 4:00 PM on Monday, April 13, 2026, at the SCTA Lancaster Administration Office, 45 Erick Road, Lancaster, PA. No action is needed at this meeting, but the Lancaster Program of Projects will be on the April board agenda for approval.

Ms. Burke asked why the Lancaster Shared Ride Facility was included in the Program of Projects. Mr. Downing responded that the Authority was using the twenty million dollars that had been set aside for the project but that due to the increase in cost since the beginning of the project federal money is needed to make up the difference. As such, it is required to be listed on the Program of Projects and must go through the MPO process. Nothing has been added to the project, it is just the change in cost that has required its inclusion.

No action is required at this time.

- B. **Award of Gasoline Fuel Bids** - Bids were received prior to the board meeting and a total of six (6) firms were reviewed. Staff recommends awarding the contract for the supply and delivery of 87 octane unleaded gasoline to Gutman Energy, Belle Vernon, PA with term of six (6) month base period commencing on April 1, 2026 and ending September 30, 2026 at a cost per gallon of \$2.79. Staff also recommends awarding the option bid for a six (6) month extension of the contract for the period from October 1, 2026 to March 31, 2027 for the supply and delivery of 87 octane unleaded gasoline to Gutman Energy, Belle Vernon, PA at a cost per gallon of \$2.41.

Mr. Schlegel inquired what the range of bids was that had been received. Mr. Boatman responded that the range went from \$2.79 to \$4.03 per gallon.

Upon motion by Ms. Glover, seconded by Ms. Burke, the Board approved the award of the gasoline fuel bid to Gutman Energy.

C. Approval of February Operating Statement - For the month of February ridership in Lancaster showed a 10.9% increase with fixed route showing a 10.3% increase and shared ride showing a 14.0% increase. For Reading, ridership showed a 6.9% decrease with fixed route showing a 7.7% decrease and shared ride showing a 2.0% increase. Total ridership was 238,120 for fixed route and 30,385 for shared ride for a total for the month of February of 268,505 rides compared to 269,858 rides last February, for an overall decrease of .5%

Financially for February, Lancaster recorded \$830,270 in operating revenue combined with operating grants of \$934,972 for total revenue of \$1,765,242 against total expenses of \$1,928,647. For Reading, operating revenues of \$665,858 combined with operating grants of \$1,132,590 for total revenue of \$1,798,448 against expenses of \$1,927,654. For the ninth month of the fiscal year, operating revenue was at 115% of the projected budget and operating grants were 96% for total revenue of 103% of the projected budget compared to expenses at 100% of projected budget.

Upon motion by Mr. Snyder, seconded by Ms. Landis, the Board approved the February Operating statement, subject to audit.

9. Public Comment

None

10. Adjournment

With no further business to discuss, the public meeting was adjourned at 6:14 PM upon motion by Ms. Burke seconded by Ms. Love.

Respectfully Submitted,



Gail Landis

Secretary