SOUTH CENTRAL TRANSIT AUTHORITY
MEETING MINUTES

DATE: July 15, 2026

TIME: 6:00 PM

LOCATION: Lancaster / Virtual

PURPOSE: Regular Monthly Meeting

ATTENDANCE: Members: Jim Schlegel, June Wolf, Sandra Burke, Gail Landis, Cheryl Love, Jessica Jones (virtual), Joy Ashley, Timothy Snyder (virtual) and Bonnie Glover (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: Lancaster County Commissioner Alice Yoder, Michael Golembiewski, County of Berks MPO (virtual) and Patty McKenna with ATU-1241 (virtual)

ORDER OF BUSINESS

1. Call to Order

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

2. Changes to Agenda

   None

3. Public Comment on Agenda Items

   None

4. Approval of Minutes from the June 17, 2026 Regular Board Meeting

   Upon motion by Ms. Love, seconded by Ms. Ashley, the Board approved the June 17, 2026 Regular Board Meeting minutes.

5. Bills and Communications

   None

6. Reports of Committees

   A. Personnel Committee

Ms. Burke stated that Mr. Christopher Moyer was hired and has started as the Director of Maintenance in Lancaster

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

Ms. Glover observed that the complaints were not bad. She inquired what the complaints were about. Mr. Downing responded that they are a combination of passengers getting missed because they are not at the stop, communication with the AVAIL system and customers stating that the drivers are being rude. Mr. Downing noted that all complaints are investigated.

Ms. Glover also asked if there was still something going on with the Duke and Dauphin Street stop, specifically if buses would be stopping on the Duke Street side. Mr. Downing stated that the city informs the Authority daily on where the buses are permitted to stop, confirming that the stop is still on the Duke Street side.

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

Mr. Snyder noted that there are two (2) items on the Procurement Report. Mr. Downing explained that the items are the BTC generator being moved from the roof to the garage and two (2) battery cables that needed to be purchased for bus 191.

D. Marketing Committee – The monthly Marketing Report for June/July is included in the packet.

Ms. Landis stated that the report shows an effective use of communication.

Upon motion by Ms. Burke, seconded by Ms. Glover, the Board approved the Committee Reports.

7. Old Business

A. **Approval of Fiscal Year 2026-2027 Operating Budget** - A copy of the proposed operating budget for FY 2026-2027 was submitted in the June board packet for review. The budget highlights Lancaster Microtransit Service pilot and time adjustments needed for improved fixed route service, technology updates and funding for a new shared ride contract. Staff recommends approval.

Ms. Wolf asked 'Miscellaneous' referred to fuel, Mr. Downing responded that there are several things in that category including but not limited to taxes on fuel.

Upon motion by Ms. Jones, seconded by Ms. Glover, the Board approved the Operating Budget for fiscal year 2026-2027.

8. New Business

A. **Approval of Contract with Millersville University** - This is a new contract term with Millersville University for a one-year term with four (4) one-year renewals to provide the on-campus bus services for the students and public. SCTA will be reimbursed up to $156,000 per year to provide this service. SCTA has been providing the service for roughly twenty (20) years. A copy of the contract is included in the Board packet for review. Staff recommends approval.

Ms. Burke inquired if there were any changes to the contract. Mr. Downing stated that there is no change.

Upon motion by Ms. Landis, seconded by Ms. Ashley, the Board approved the contract with Millersville University.

B. **Approval of the Transit Asset Management Plan (TAMP) Performance Measure Targets for FY 2026-2027**– 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 2026-2027 performance measure targets documentation is 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. Wolf, seconded by Ms. Burke, the Board approved the Transit Asset Management Plan (TAMP) Performance Measure Targets for fiscal year 2026-2027.

C. **Approval of Marketing Plan for FY 2026-2027** - A copy of the draft Marketing Plan for FY 2026-2027 is included with the board packet for review. The Marketing Committee has received a copy and reviewed. Staff recommends approval.

Mr. Downing noted that the plan highlights the Microtransit Pilot that is expected to start in March of 2027.

Upon motion by Ms. Love, seconded by Ms. Landis, the Board approved the Marketing Pan for fiscal year 2026-2027.

D. **Resolution 14-2026 Purchase of Two (2) Hybrid Electric Fixed Route Buses for Reading** – This purchase will replace two (2) 2015 Gillig hybrid electric buses in Reading that are beyond their useful service life. Pricing from the statewide contract would amount to $1,174,647 each or a total of $2,349,294. Federal and state grant funds are programmed for this bus purchase. Staff recommends approval.

Upon motion by Ms. Ashley, seconded by Ms. Glover, the Board approved Resolution 14-2026 for the purchase of two (2) hybrid electric fixed route buses for Reading.

E. **Resolution 15-2026 Purchase of Thirteen (13) Hybrid Electric Fixed Route Buses for Lancaster** – This purchase will replace one (1) 2012, two (2) 2013 and ten (10) 2015 Gillig hybrid electric buses in Lancaster that are beyond their useful service life. Pricing from the statewide contract would amount to $1,174,647 each for thirteen (13) thirty-five-foot buses or a total of $15,270,411. Federal and state grant funds are programmed for this bus purchase. Staff recommends approval.

Mr. Downing noted that the purchase of the buses is dictated by the timelines in the Transit Asset Management Plan based on when the buses are originally purchased and that when the buses are replaced they are put up for auction.

Upon motion by Ms. Glover, seconded by Ms. Burke, the Board approved Resolution 15-2026 for the purchase of thirteen (13) hybrid electric fixed route buses for Lancaster.

F. **Resolution 16-2026 Queen Street Parking Garage Equipment Replacement** – A quote was received to replace the parking equipment at the Queen Street Station Parking Garage that is no longer supported and replacement parts are not available Staff has reviewed the quote submitted from current contractor, PSX, Inc., Kennett Square, PA, at a cost of $125,747. Staff recommends approval.

Upon motion by Mr. Jones, seconded by Ms. Landis, the Board approved the replacement of the equipment at Queen Street Parking Garage.

G. **Shared Ride Fare Increase, Summary of Public Hearing – Reading** – Attached are the comments from the public hearing held on July 1, 2026 regarding the Notification of the increase in Shared Ride fares scheduled to begin August 1, 2026. Approval is requested to start increase August 1, 2026.

Mr. Downing reviewed the current financial status of the Shared Ride Program, noting that it is currently operating at a 5.5 million dollar deficit and that fares have not been increased since 2017. Further, he stated the legislators encouraged all Executive Directors in the state that fares be at the necessary levels before requesting tax dollars for the program.

Upon motion by Mr. Snyder, seconded by Ms. Landis, the Board approved the summary of the Reading public hearing for the shared ride fare increase.

Shared Ride Fare Increase, Summary of Public Hearing – Lancaster – Attached are the comments from the public hearing held on June 30, 2026 regarding the Notification of Increase in Shared Ride fares scheduled to begin August 1, 2026. Approval to start increase August 1, 2026.

Commissioner Yoder inquired what the percentage of increase was, Mr. Downing responded that it works out to be about 19%. As an example, he noted that the increase would be between $.45 to $2.00 per trip. He went on to note that the comments received voiced concern about the timing of the increase and that it was understood that the increase had to be made but residents wanted to be sure that their concerns were addressed. Commissioner Yoder noted that legislators have been approached to find a better solution than property taxes for additional transit funding and that, though she sees the necessity of the increase, she agreed that many using the service will find transportation difficult when it takes effect. Mr. Downing referred to Representative Cepeda's letter stating that she voiced those same concerns. Mr. Downing stated that the increase had to be reviewed by PennDOT as well.

Ms. Ashley noted that one of the customers in attendance at the hearing raised other concerns besides the fare increase, such as passengers vaping on the bus, and she inquired how those comments and questions were responded to. Mr. Downing

clarified that she received her responses during the hearing and that the document submitted to the board was a summary only of the comments and questions received. It was suggested that the signs on the buses be updated to say "No Smoking or Vaping" but that the drivers must continue to focus on the road and are not able to continually police the passenger's activity. Commissioner Yoder asked if the signs had been updated, Mr. Downing responded that they had not yet been changed. She asked if approval was required before the signs could be updated. Mr. Downing said that approval was not necessary but that confirmation would be sought from PennDOT to ensure that such a change would not be in violation of any policies. Commissioner Yoder asked if the Clean Air Act has been updated to include vaping so that it can be prohibited on the buses, Mr. Downing stated that he was not aware that it had been. Ms. Wolf confirmed that it is.

Upon motion by Ms. Burke, seconded by Ms. Love, the Board approved the summary of the Lancaster public hearing for the shared ride fare increase.

H. **Approval of Proposed RRTA Route and Schedule Changes, Summary of Public Hearing** – Public Hearing comments regarding proposed changes to the RRTA route and schedule will be presented at the board meeting as the packet is sent out before the hearing on July 13, 2026.

Mr. Downing noted that the timing on a number of routes is being adjusted so that the drivers have more time to reach certain destinations and can complete their runs in a safer manner. Ms. Burke commented that the customers seem to have received the changes favorably, Mr. Downing confirmed. Ms. Glover asked how much time had been added. Mr. Downing responded that it varied based on the route, giving the examples that the Route 17 had about fifteen (15) minutes added largely due to traffic on Rohrstown Road, the Route 10 was adjusted to have an hour all the way through with adjustments to how the time was allocated and the time for Route 16 was allocated differently based on the time trials that were done. Ms. Glover asked if the Sterling bus was included in the discussion, Mr. Downing stated that it was not.

Ms. Landis noted the comment made about communication during storms and asked if it was efficient, Mr. Downing confirmed. Mr. Downing noted that the last storm was so severe that dispatch was not aware of some closures until buses tried to get through and were stopped.

Upon motion by Ms. Glover, seconded by Ms. Burke, the Board approved the summary of the Lancaster public hearing for the proposed RRTA route and schedule changes.

I. **Approval of June Operating Statement** - For the month of June, ridership in Lancaster showed a 15.4% increase with fixed route showing a 15.4% increase and shared ride showing a 15.5% increase. For Reading, ridership showed a .2% decrease with fixed route showing a .9% decrease and shared ride showing an 8.9% increase. Total ridership was 280,228 for fixed route and 35,029 for shared ride for a total for the month of June of 315,257 rides compared to 298,595 rides last June, for an overall increase of 5.6%

Financially for June 2026, Lancaster recorded $623,035 in operating revenue combined with operating grants of $1,074,148 for total revenue of $1,697,183 against total expenses of $1,935,736. For Reading, operating revenues of $674,366 combined with operating grants of $1,125,812 for total revenue of $1,800,178 against expenses of $1,949,115. For the final month of the fiscal year, operating revenue was at 100% of the projected budget and operating grants were 102% for total revenue of 101% of the projected budget compared to expenses at 101% of projected budget.

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

9. Public Comment

Commissioner Yoder asked what the trend in ridership was and what factors were affecting it. Mr. Downing responded that Lancaster ridership has been trending upward and that, though it has been decreasing in Reading, he is hoping that numbers are stabilizing. He further stated that Lancaster routes are increasing all over the service area and by contrast what is typically the busiest route in Reading has been decreasing greatly. That route is almost entirely shops and restaurants and it is very likely that with less disposable income people are travelling it less.

Additionally, Commissioner Yoder inquired if marketing strategies were the same for both counties. Mr. Downing confirmed that they are the same and noted that the Marketing Department highlights the different routes to boost attention for those areas. He went on to say that the drivers were being retrained to ensure the

accurate counting of passengers. Ms. Burke noted the emergence of jitney drivers in Reading is likely a contributing factor to the decrease in ridership for Berks County.

10. Adjournment

With no further business to discuss, the public meeting was adjourned at 6:43 PM upon motion by Ms. Love, seconded by Ms. Landis.

Respectfully Submitted,

Gail Landis

Gail Landis

Secretary