

**RED ROSE TRANSIT AUTHORITY  
MINUTES**

DATE: December 19, 2012

TIME: 7:00 p.m.

PLACE: RRTA Operations Center  
45 Erick Road  
Lancaster, PA 17601

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: Members: Jeffrey R. Wibberley, Rebecca S. Denlinger, Jon P. Farrell,  
Bonnie Glover, Cynthia M. Lonergan, Cheryl L. Love, Jeffrey P. Ouellet,  
June J. Wolf

Solicitor: Brad Zuke, Appel & Yost

Staff: David W. Kilmer, Susan L. Darby, Jeffrey H. Glisson

Guests: Bernie Harris – Lancaster Newspapers; Mark Glatz, Easton Coach;

ORDER OF BUSINESS:

1. Call to Order

Mr. Wibberley called the meeting to order at 7:05 p.m.

2. Approval of the Minutes of the November 28, 2012 Regular Public Meeting

Upon motion by Ms. Glover, seconded by Ms. Denlinger, the minutes of the November 28, 2011 meeting were approved with one correction: change Marketing Chairwoman to Bonnie Glover.

3. Bills and Communications

Mr. Kilmer announced that Ms. Glover and Ms. Thompson were reappointed to the Board for another 5 year term. Mr. Kilmer also presented Jon P. Farrell with a plaque and thanked for him for 17 years of dedicated service to the Board.

4. Reports of Committees

A. Personnel Committee - June J. Wolf, Chairwoman

No report

- B. Operations Committee – Sandra M. Thompson, Chairwoman

No report.

- C. Finance Committee – Jon Farrell, Chairman

No report. Mr. Kilmer distributed copies of the final audit.

- D. Marketing Committee – Bonnie Glover, Chairwoman

Ms. Glover reported that the Marketing Report is included in the packets.

5. Old Business

- A. None

6. New Business

- A. Resolution 16-2012, Authorized Official for DOT Grants

Mr. Kilmer explained that this is a resolution required by PADOT to authorize the appropriate official for accessing and executing state grants on their computerized system. The Executive Director is the designated person and has the authority to designate certain staff to access the system.

Upon motion by Ms. Glover, seconded by Ms. Denlinger, the Board approved Resolution 16-2012.

- B. Resolution 17-2012, Award of Bus Tire Lease

Mr. Kilmer reported that RRTA issued a bid request for the lease of various size bus tires. It was determined that it is more economical to lease tires than to purchase tires as done in the past. A copy of the bid tabulation was distributed. Goodyear was the low bidder for “Group 1” tires, while Michelin was the low bidder for “Group 2” tires. This is a five year lease with the prices as shown from each vendor.

Upon motion by Ms. Wolf, seconded by Ms. Love, the Board approved Resolution 17-2012.

- C. Resolution 18-2012, Award of Bus Stop Signs

Mr. Kilmer reported that RRTA issued a bid request for the purchase of new bus stop signs that will replace the current signs purchased in 1994. Many of the current signs are faded and do not show the website or telephone number for RRTA, which has been added for this purchase. The new bus stop signs will also include a decal noting the bus route that serves each stop to make it easier for the public. The

low bidder for this project was Garden State Sign, with price of \$21,372.20 for 2000 signs and 250 new sign posts and related hardware.

Upon motion by Ms. Lonergan, seconded by Ms. Glover, the Board approved Resolution 18-2012.

D. Acceptance of the November 2012 Operating Statement

Mr. Kilmer reported for November, ridership decreased 3.7% from 194,985 to 187,785. This included a 2.4% decrease in fixed route and an 11.7% decrease in shared ride passengers. For the year, fixed route has decreased 1.0% and shared ride has decreased 7.5%, for a total 2.0% decrease for the fiscal year.

Financially for November operating revenues of \$697,605 combined with grants of \$656,232 for total revenues of \$1,353,837. This compared to expenses of \$1,395,068, for a \$41,231 loss for the month. The loss was from shared ride due to the lag in revenue from the MATP program.

Upon motion by Mr. Ouellet, seconded by Mr. Farrell, the November 2012 Operating Statement was accepted, subject to audit.

E. Appointment of the Nominating Committee

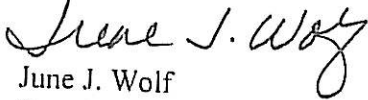
Mr. Wibberley appointed Mr. Ouellet as chairman of the Nominating Committee for 2013.

The Committee's purpose is to recommend a slate of candidates for office for 2013. Mr. Ouellet recommended that the slate of officers remain the same and nominated himself to replace Mr. Farrell as Treasurer.

7. Adjournment

With no further business to discuss, the meeting adjourned at 7:30 p.m. upon motion by Mr. Farrell.

Respectfully submitted,



June J. Wolf  
Secretary