

**RED ROSE TRANSIT AUTHORITY  
MINUTES**

DATE: December 21, 2011

TIME: 7:00 p.m.

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

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: Members: Rebecca S. Denlinger, Jon P. Farrell, Cheryl L. Love, Anne V. Osborn, Jeffrey P. Ouellet, Sandra M. Thompson, June J. Wolf

Solicitor: Brad Zuke, Appel & Yost, Susan R. Friedman, Stevens & Lee

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

Guests: Bernie Harris – Lancaster Newspapers; Mark Glatz, Easton Coach; James H. Thomas, BB&T; John D. Stoltzfus, Jr., Groffdale Concrete Walls Inc.; John W. Marcinek, Philly-Wide Restoration, LLC; Dan Sanders, Philly-Wide Restoration, LLC; Darrel Steffy, Steffy Concrete; Dave Wenrich, Wenrich Painting

ORDER OF BUSINESS:

1. Call to Order

Ms. Thompson called the meeting to order at 7:00 p.m.

2. Approval of the Minutes of the November 16, 2011 Regular Public Meeting

Upon motion by Ms. Wolf, seconded by Ms. Denlinger, the minutes of the November 16, 2011 meeting were approved as written.

3. Bills and Communications

Mr. Kilmer announced that Mr. Wibberley was reappointed to the Board for another 5 year term. Mr. Kilmer also announced that Cynthia M. Lonergan has been appointed to the Board, filling the vacancy left by Anne Osborn. Anne was presented with a plaque and thanked for her five years of service to the Board.

4. Reports of Committees

A. Personnel Committee - June J. Wolf, Chairwoman

Ms. Wolf reported that the Personnel Committee met prior to the Board meeting to review health care options.

B. Operations Committee – Sandra M. Thompson, Chairwoman

No report.

C. Finance Committee - Jon P. Farrell, Chairman

No report.

D. Marketing Committee – Anne V. Osborn, Chairwoman

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

5. Old Business

A. None

6. New Business

A. Purchase of Maintenance Software

Mr. Kilmer explained that this purchase will replace the existing software that is over 10 years old and no longer supported well by the vendor. RRTA received five proposals and recommends award to TMW Systems for \$25,000, which will be paid 100% with State funds.

Upon motion by Ms. Wolf, seconded by Ms. Love, the Board approved award to TMW Systems for maintenance software.

B. Acceptance of the November 2011 Operating Statement

Mr. Kilmer reported for November, ridership increased 6.0% from 184,013 to 194,985. This included a 7.3% increase in fixed route and a 1.4% decrease in shared ride passengers. For the year, fixed route has increased 3.5% and shared ride has decreased 1.1%, for a total 2.7% increase for the fiscal year.

Financially for November operating revenues of \$771,891 combined with grants of \$638,651 for total revenues of \$1,410,542. This compared to expenses of \$1,410,784, for a \$242 loss for the month. The loss was from shared ride.

Upon motion by Mr. Ouellet, seconded by Mr. Farrell, the November 2011 Operating Statement was accepted, subject to audit.

C. Appointment of the Nominating Committee

Mr. Kilmer, in Mr. Wibberley's absence, appointed Mr. Ouellet as chairman of the Nominating Committee for 2012.

The Committee's purpose will be to recommend a slate of candidates for office for 2012.

At 7:10 p.m., Ms. Thompson announced that the Board will be going into Executive Session to discuss potential litigation for QSS Phase II.

The public Board meeting resumed at 7:50 p.m.

D. Resolution 21, QSS Project

Mr. Farrell read the following statement: RRTA Board of Directors hereby approves the following actions with respect to the Queen Street Station Project:

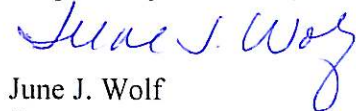
- 1) The Board recognizes and declares an emergency situation, which may necessitate RRTA taking steps to complete the Project if the surety does not complete the Project under the Performance Bond;
- 2) The Board authorizes the Executive Director to take such actions as are necessary to mitigate damages and to complete the work of the Project, following the guidelines and provisions of the contract documents, and in consultation with the Authority's attorneys.

Upon motion by Mr. Farrell, seconded by Ms. Wolf, the Board adopted Resolution 21, QSS Project. Mr. Ouellet and Ms. Love abstained.

7. Adjournment

With no further business to discuss, the meeting adjourned at 8:20 p.m. upon motion by Ms. Osborn.

Respectfully submitted,



June J. Wolf  
Secretary