

**RED ROSE TRANSIT AUTHORITY
MINUTES**

DATE: January 15, 2014

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, Bonnie Glover,
Cynthia M. Lonergan, Cheryl L. Love, Leo S Lutz, Jeffrey P. Ouellet,
Sandra M. Thompson, 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 7:00 p.m.

2. Approval of the Minutes of the December 18, 2013 Public Meeting

Upon motion by Ms. Glover seconded by Mr. Ouellet, the minutes of the December 18, 2013 public meeting were approved, as written.

3. Bills and Communications

None

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 – Jeffrey P. Ouellet, Chairman

No report

- D. Marketing Committee – Bonnie Glover, Chairwoman

Ms. Glover stated the marketing report was included in the packets.

- 5. Old Business

None.

- 6. New Business

- A. Election of Officers for 2014

Mr. Ouellet submitted the Nominating Committee's recommendations and nominations as follows:

Chairman – Jeffrey R. Wibberley

Vice-Chairwoman – Sandra M. Thompson

Secretary – June J. Wolf

Treasurer – Jeffrey P. Ouellet

A motion was made by Mr. Ouellet, seconded by Ms. Denlinger, to close nominations and accept the nominated slate of officers as presented by the committee. The Board approved the slate of officers as nominated, by unanimous vote.

- B. Appointment of Board Committees for 2014

Mr. Wibberley announced Board committee assignments for 2014. A new list of committee assignments was distributed.

Upon motion by Mr. Ouellet, seconded by Ms. Denlinger, the Board approved the Board Committee assignments for 2014.

C. Reappointment of Solicitor for 2014

Mr. Kilmer advised that the staff recommends reappointment of Appel & Yost, represented by William J. Cassidy, Jr., for the fourth year of the five-year contract awarded in 2011. The rate would remain at \$160 per hour.

Upon motion by Ms. Thompson, seconded by Mr. Ouellet, the Board reappointed Appel & Yost, represented by William J. Cassidy, Jr., as solicitor for the Authority.

D. Reappointment of Labor and other Legal Services

Mr. Kilmer advised that the staff recommends reappointment to Stevens & Lee for the fourth year of the five-year contract awarded in 2011, to provide labor and other legal services for the Authority. The rate will increase by \$7 to \$242 per hour.

Upon motion by Ms. Thompson, seconded by Ms. Love, the Board reappointed Stevens & Lee, represented by Susan R. Friedman, to provide labor and other legal services for the Authority.

E. Approval of Change Order – Gillig Bus Purchase

Mr. Kilmer reported that this change order is for purchasing two fareboxes to replace the ones destroyed in the bus fires, at a price of \$32,584.00. This is consistent with the price of the fareboxes previously purchased.

Upon motion by Ms. Glover, seconded by Ms. Denlinger, the Board approved the change order for the purchase of two fareboxes.

F. Acceptance of the December 2013 Operating Statement

Mr. Kilmer reported that fixed route ridership decreased by 1.7% while shared rides decreased 2.3%. Total ridership decreased from 171,364 to 168,347, or -1.8%. For the fiscal year, ridership shows an overall increase of 0.6% with fixed route ridership up 1.3% and shared ride down 3.3%.

Financially for December, operating revenues of \$686,621 combined with grants of \$508,408 for total revenues of \$1,195,029. This compared to expenses of \$1,205,526 for a net loss of \$10,497, all on shared ride.

Upon motion by Mr. Ouellet, seconded by Ms. Wolf, the December 2013 Operating Statement was accepted by the Board, subject to audit.

7. Public Comment

None

8. Adjournment

Upon motion of Ms. Thompson, the meeting adjourned at 7:11 p.m.

Respectfully submitted,



June J. Wolf
Secretary