

**RED ROSE TRANSIT AUTHORITY
MINUTES**

DATE: January 18, 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, 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

ORDER OF BUSINESS:

1. Call to Order

Mr. Wibberley called the meeting to order at 7:02 p.m.

2. Approval of the Minutes of the December 21, 2011 Public Meeting

Upon motion by Mr. Farrell seconded by Ms. Thompson, the minutes of the December 21, 2011 public meeting were approved, as written.

3. Bills and Communications

Mr. Kilmer introduced and welcomed Cynthia M. Lonergan 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 P. Farrell, Chairman

No report

D. Marketing Committee –

Mr. Kilmer stated the marketing report was included in the packets.

5. Old Business

None.

6. New Business

A. Election of Officers for 2012

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 - Jon P. Farrell

A motion was made by Mr. Ouellet, seconded by Ms. Wolf, 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 2012

Mr. Kilmer announced Board committee assignments for 2012. A new list of committee assignments was distributed.

Upon motion by Ms. Wolf, seconded by Mr. Ouellet, the Board approved the Board Committee assignments for 2012.

C. Reappointment of Solicitor for 2012

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

Upon motion by Ms. Glover, seconded by Mr. Farrell, 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 second year of the five-year contract awarded in 2011, to provide labor and other legal services for the Authority. The rate would increase by 3% to \$247 per hour.

Mr. Farrell voiced his concern for the 3% increase and upon motion by Mr. Farrell, seconded by Ms. Glover, the Board voted to delay action until the February meeting, and request that Stevens & Lee forgo the increase before consideration for reappointment.

E. Award of Diesel Bids

Mr. Kilmer reported that nine (9) bids were received for the purchase of diesel fuel for April 1, 2012 to March 31, 2013. The staff recommends award to Edris Oil from York, PA, having the lowest bid of \$3.198 per gallon.

Upon motion by Ms. Denlinger, seconded by Mr. Ouellet, the Board awarded the diesel fuel bid to Edris Oil.

F. Ratification of Construction Contracts – Queen Street Station Phase II

Mr. Kilmer reported that the staff has met with the subcontractors needed to complete the project and has signed contracts with them to complete the work. Prior to the Board meeting, RRTA has signed ten out of the thirteen contracts and expects the remainder signed in the near future. A list of the contracts was distributed to the Board members.

Upon motion by Ms. Denlinger, seconded by Ms. Lonergan, the Board ratified the construction contracts.

G. Acceptance of the December 2011 Operating Statement

Mr. Kilmer reported that fixed route ridership increased by 8.0% while shared rides decreased 3.8%. Total ridership increased from 177,937 to 188,872, or 6.1%. For the fiscal year, ridership shows an overall increase of 3.3% with fixed route ridership up 4.2% and shared ride down 1.6%.

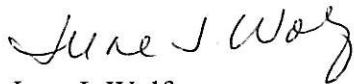
Financially for December, operating revenues of \$916,364 combined with grants of \$508,193 for total revenues of \$1,424,557. This compared to expenses of \$1,270,768 for a net gain of \$153,789. This is mainly due to payments by MATP for the Summer Camp Program on shared ride.

Upon motion by Ms. Thompson, seconded by Mr. Ouellet, the December 2011 Operating Statement was accepted by the Board, subject to audit.

7. Adjournment

Upon motion of Ms. Thompson, the meeting adjourned at 7:27 p.m.

Respectfully submitted,



June J. Wolf
Secretary