

**RED ROSE TRANSIT AUTHORITY
MINUTES**

DATE: January 16, 2013

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, 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: 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 December 19, 2012 Public Meeting

Upon motion by Ms. Glover seconded by Mr. Ouellet, the minutes of the December 19, 2012 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 2013

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 Ms. Glover, seconded by Ms. Love, 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 2013

Mr. Kilmer announced Board committee assignments for 2013. A new list of committee assignments was distributed.

Upon motion by Ms. Thompson, seconded by Mr. Ouellet, the Board approved the Board Committee assignments for 2013.

C. Reappointment of Solicitor for 2013

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

Upon motion by Ms. Thompson, seconded by Ms. Wolf, 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 third year of the five-year contract awarded in 2011, to provide labor and other legal services for the Authority. The rate would remain the same at \$235 per hour.

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

E. Award of Bus Stop Sign Installation Bids

Mr. Kilmer reported that RRTA received bids to install the new bus stop signs throughout the service area. The majority of the replacements will be on the existing sign pole, but provisions were also made for new pole installations. The Staff recommends T & W Traffic Control of Lancaster, be awarded the bid for the amount of \$21,476.05

Upon motion by Ms. Thompson, seconded by Ms. Denlinger, the Board awarded the Bus Stop Sign Installation bid to T & W Traffic Control.

F. Approval of Change Orders for Queen Street Station Phase II

Mr. Kilmer reviewed the change orders presented as of January 9, 2013.

Upon motion by Ms. Lonergan, seconded by Mr. Ouellet, the Board approved the change orders. Ms. Love abstained.

G. Acceptance of the December 2012 Operating Statement

Mr. Kilmer reported that fixed route ridership decreased by 8.3% while shared rides decreased 14.9%. Total ridership decreased from 188,872 to 171,364, or -9.3%. For the fiscal year, ridership shows an overall decrease of 3.2% with fixed route ridership down 2.2% and shared ride down 8.6%.

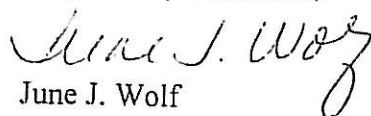
Financially for December, operating revenues of \$641,092 combined with grants of \$465,124 for total revenues of \$1,106,216. This compared to expenses of \$1,048,690 for a net gain of \$57,526. This is mainly due to payments by MATP for the Summer Camp Program on shared ride.

Upon motion by Ms. Thompson, seconded by Ms. Glover, the December 2012 Operating Statement was accepted by the Board, subject to audit.

7. Adjournment

Upon motion of Ms. Thompson, the meeting adjourned at 7:45 p.m.

Respectfully submitted,



June J. Wolf
Secretary