

**RED ROSE TRANSIT AUTHORITY
MINUTES**

DATE: March 16, 2011

TIME: 7:00 p.m.

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

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: Members: Jon P. Farrell, Bonnie Glover, Cheryl L. Love, Anne V. Osborn, Jeffrey P. Ouellet, Sandra M. Thompson

Solicitor: Brad Zuke, Appel & Yost

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

Guests: Mark Glatz – Easton Coach, Bernie Harris – Lancaster Newspapers, William Stauffer – bus operator

ORDER OF BUSINESS:

1. Call to Order

Vice Chairwoman, Sandra Thompson called the meeting to order at 7:00 p.m.

2. Approval of the Minutes of the February 16, 2011 Public Meeting

Upon motion by Ms. Glover, seconded by Mr. Ouellet, the minutes of the February 16, 2011 public meeting were approved as written.

3. Bills and Communications

Mr. Kilmer reported that he received official notice from the County Commissioners that Cheryl L. Love and Rebecca Denlinger were appointed 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 – Anne V. Osborn, Chairwoman

The Marketing Report is included in the Board packets.

5. Old Business

None

6. New Business

A. Award of Diesel Fuel Bids

Mr. Kilmer reported that bids for diesel fuel were due at 4:00 PM prior to the Board meeting. Nine bids were received with Petroleum Traders Corporation being the lowest at \$3.2514 per gallon.

Upon motion by Mr. Farrell, seconded by Ms. Osborn, the Board awarded the diesel fuel bid to Petroleum Traders Corporation for the contract year from April 2, 2011 to March 31, 2012.

B. Award of Surplus Vehicles

Mr. Kilmer reported that bids were opened on March 2 for the disposal of three shared ride vehicles and one TMC 35' bus. RRTA only received one bid for the three shared ride vehicles from K.T. Graham, Inc. for a price of \$2,940.00 for all three vehicles. No bids were received for the bus and it will be re-bid.

Upon motion by Ms. Glover, seconded by Mr. Ouellet, the Board awarded the bid to K.T. Graham, Inc. for a price of \$2,940.00 for all three shared ride vehicles.

C. Approval of Change Orders for Queen Street Station

Mr. Kilmer reviewed the Change Orders for Queen Street Station – Phase II, submitted by Reynolds Construction Management.

Upon motion by Ms. Osborn, seconded by Mr. Ouellet, the Board approved the Change Orders.

D. Resolution 4-2011 – Award of Contract for Shared Ride Services

Mr. Kilmer asked that this item be tabled until the April Board meeting.

E. Approval of Amendment No. I – Agreement Between Lancaster County and Red Rose Transit Authority

Mr. Kilmer reported that the original agreement made on October 28, 2008 between Lancaster County and RRTA engaged RRTA to apply for, receive and manage the \$2,000,000 appropriated by the Commonwealth of PA to support the rehabilitation and improvements to the Lancaster City Amtrak Station. The cost for the Amtrak Station project has increased and the Commonwealth has made additional funding of \$366,740 available for this project. The original Agreement will be amended to increase the amount managed by RRTA by \$366,740.00 for a total not to exceed \$2,366,740.

Upon motion by Ms. Glover, seconded by Mr. Ouellet, the Board approved Amendment No. 1.

F. Acceptance of the February 2011 Operating Statements

Fixed route ridership for February increased by 20.3%, while shared rides increased by 11.6%. Total ridership increased from 150,490 to 179,154, or 19.0%. To date, total ridership for fixed-route is showing a 2.2% increase, while shared ride is showing a 5.3% increase for a net gain of 2.7% overall.

Financially, February operating revenues of \$661,372, combined with grants of \$408,354, for total revenues of \$1,069,726. This compared to expenses of \$1,075,121 for a net loss of \$5,395. This is mainly due to the rising costs of fuel.

Upon motion by Mr. Ouellet, seconded by Ms. Love, the Board accepted the February 2011 Operating Statement, subject to audit.

7. Adjournment

With no further business to discuss, the meeting adjourned at 7:18 p.m., upon motion by Ms. Glover.

Respectfully submitted,



June J. Wolf
Secretary