

**RED ROSE TRANSIT AUTHORITY
MINUTES**

DATE: October 17, 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, Bonnie Glover, Cynthia M. Lonergan, Cheryl L. Love, Jeffrey P. Ouellet, Sandra M. Thompson

Solicitor: Brad Zuke, Appel & Yost

Staff: David W. Kilmer, Jeffrey H. Glisson

Guests: Mark Glatz – Easton Coach, Bernie Harris – Lancaster Newspapers

ORDER OF BUSINESS

1. Call to Order

Chairman, Jeffrey Wibberley, called the meeting to order at 7:04 p.m.

2. Approval of the Minutes of the September 19, 2012 Public Meeting

Upon motion by Ms. Glover, seconded by Mr. Ouellet, the minutes of the September 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.

-2-

C. Finance Committee - Jon P. Farrell, Chairman

Mr. Kilmer reported that the committee met prior to the public meeting to review a draft of the audit for FY 2012. The audit will be placed on the November agenda for approval.

D. Marketing Committee – Bonnie Glover, Chairwoman

Ms. Glover stated the Marketing Report is included in the packet.

5. Old Business

None

6. New Business

A. Draft Audit for FY 2012

Mr. Kilmer reported that the Finance Committee met prior to the public meeting to review the draft with the auditors. Approval of the 2012 Audit will be requested at the November meeting.

B. Resolution 12-12 – Purchase of Five Wheelchair Accessible Shared Ride Vehicles

Mr. Kilmer reported that the staff recommends award of the purchase of five shared ride vans to replace current vehicles that are beyond their useful life. The vans are on the state contract with Rohrer Bus Inc. as the supplier under the contract. The price for the five vans is \$314,825 and the funding is being provided by PADOT under the Section 1516 Community Transportation Services Program.

Upon motion by Ms. Lonergan, seconded by Mr. Ouellet, the Board adopted Resolution 12-12.

C. Resolution 13-12 – Purchase of One Five-Passenger Mini-Van

Mr. Kilmer reported that the staff recommends the purchase of one additional mini-van under the last year of the option from the bid originally awarded on January 21, 2009 to Rohrer Bus Inc. The purchase price is \$42,295.45 and the funding is being provided by FTA and PADOT.

Upon motion by Ms. Thompson, seconded by Ms. Love, the Board adopted Resolution 13-12.

-3-

D. Approval of Toys for Tots Participation

Mr. Kilmer reported that the staff recommends that we again participate in the effort to collect toys for needy children as part of the Marine Corps Toys for Tots program. New toys will be collected at the Queen Street Station and at the main Operations Center with participants receiving a free All Day Pass.

Upon motion by Ms. Glover, seconded by Ms. Denlinger, the Board approved RRTA's participation in the 2012 Toys for Tots effort.

E. Acceptance of the September 2012 Operating Statement

For September, RRTA recorded a decrease in passengers for the month of 5.4%. This included a 4.7% decrease in fixed route and a 9.6% decrease in shared ride service.

Financially for September, operating revenue of \$685,356 combined with operating grants of \$573,189 for total revenue of \$1,258,545. This compared against expenses of \$1,295,149 for a net loss of \$36,604. The net loss is in the shared ride service due to higher fuel prices and lower ridership for the month.

Upon motion by Ms. Thompson, seconded by Mr. Ouellet, the Board accepted the September 2012 Operating Statement, subject to audit.

7. Public Comment

None

8. Adjournment

With no further business to discuss, the meeting adjourned at 7:20 p.m. upon motion by Ms. Thompson.

Respectfully submitted,

June J. Wolf
Secretary

