

**BERKS AREA REGIONAL TRANSPORTATION AUTHORITY
MINUTES**

DATE: February 18, 2015

TIME: 6:30 p.m.

PLACE: BARTA
1700 N. 11th St.
Reading, PA 19604

PURPOSE: Regular Monthly Public Board Meeting

ATTENDANCE: **Members:** Commissioner Kevin Barnhardt, Dennis Rex, James Schlegel,
and Timothy Snyder

Solicitor: To be awarded

Staff: David W. Kilmer, Robert Fletcher, Jeffrey Glisson, Laura Hopko,
Melanie Heffner, Robert Rimby, and Daniel Russell

Guests: William Frees, John Doerrman and Vada Doctor – Amalgamated
Transit Union #1345, Jill E. Nagy, Summers Nagy Law Offices, and
Carole Duran - Reading Eagle Company

ORDER OF BUSINESS:

1. Call to Order

Chairman Kevin S. Barnhardt called the meeting to order at 6:30 p.m.

2. Public Comment on Agenda Items

None

3. Approval of Minutes of the December 22, 2014 Organizational Meeting.

Upon motion by Mr. Rex, seconded by Mr. Snyder, the Board approved the
December 22, 2014 minutes.

4. Bills and Communications

None

5. Reports of Committees

A. Personnel Committee

No report

B. Operations Committee

No report

C. Finance Committee

No report

D. Marketing Committee

No report

6. Old Business

A. AVL System

Mr. Kilmer reported that we are 90% ready in Reading and 98% in Lancaster. We ran into a technical glitch in Reading. We are not sure if it was the new fare boxes, existing mentor system (announcing buses at BTC), or a software issue. The issues we are having in Reading are not occurring in Lancaster and it is the exact same system. Currently tests are being done with a group of buses to isolate the problem. On Friday, they are going to look at the analysis to see if they can designate where the problem exists. Mr. Kilmer stated that by March we will go live in Reading. The new boards will be installed in late March at the BTC.

7. New Business

A. Award of Legal Services Contract

Mr. Kilmer reported an RFP was issued for General Solicitor and Labor and other Legal Services for SCTA, BARTA and RRTA. A total of five proposals were received and reviewed by staff and the Personnel Committee. A recommendation was to award a contract and the appointment of Summers Nagy Law Offices as General Solicitor and to provide General Legal Counsel and other specialized legal services for 2015 at the hourly rate of \$155 for Attorneys and \$75 for Paralegals. A recommendation was to award a contract and the appointment of Stevens & Lee to provide Legal Services and other specialized legal services as requested for 2015 at the hourly rate of \$245 for Attorneys.

Upon motion by Mr. Rex, seconded by Mr. Schlegel, the Board approved to award contract and appointment to Summers Nagy Law Offices for General Solicitor and Stevens & Lee for Labor Services.

B. Award of Credit Union Space Construction Contract

Mr. Kilmer mentioned bids for the renovation of the former credit union space were due on Monday, February 16 at 10a.m. A copy of the bid tabulation was given to each board member. We received four bids and the lowest responsive and responsible bid was from Uhrig Construction, Inc., Reading, PA for \$108,800. This price is \$20,000 below our cost estimate. Base bid of \$98,900 and alternate #1 to replace one of the roof top units for \$9,900. The turnaround time is 90 days.

Upon motion by Mr. Snyder, seconded by Mr. Rex, the Board approved to award construction contract to Uhrig Construction, Inc. for \$108,800.

D. Award of Realtor Contract – Franklin Street Station

Mr. Kilmer mentioned that staff advertised and issued a RFP to provide realtor services to advertise and solicit potential businesses to lease the Franklin Street Station. Unfortunately, BARTA did not receive any proposals to provide this service. Staff contacted some of the firms that received the RFP to determine possible reasons why a proposal was not submitted. The firms thought it would take too much marketing due to the location of the station and neighborhood. We are looking at restructuring the request to offset some of the advertising cost. As long as it sits empty it is a drain and we need to get it leased out. If we don't receive any bids the second time, then under the Federal rules we can take unsolicited proposals.

E. Financial Statement

Mr. Kilmer mentioned for the month of December, 2014, total ridership increased by 1.2% that included a .8% increase in fixed-route ridership and a 6.3% increase in special services ridership. For the year, fixed route has declined 1.4% and special services have decreased 4.6% for an overall 1.7% decrease.

Financially, for the month of December, 2014 there was operating revenue of \$622,965 combined with operating grants of \$1,246,425 for total revenue of \$1,869,390. Expense for the month was \$1,869,396 for a small deficit of \$6.

For the month of January, 2015, total ridership decreased by 7.0% that included a 6.7% decrease in fixed route ridership and a 10% decrease in special services. To date, total ridership has decreased 2.4% that includes a 2.1% decrease in fixed route ridership and a 5.3% decrease in special services ridership.

Financially, for the month of January, 2015 there was operating revenue of \$510,051 combined with operating grants of \$536,512 for total revenue of

\$1,045,563. Expenses for the month were \$1,046,558 for a surplus of \$5 for the month. For the fiscal year, expenses are 7.67% below budget.

Mr. Kilmer reported that a copy of the route performance analysis was given to each board member. This shows how each route has been doing for the past 7 months. We need to take a look at a few routes on how we can improve the service before it becomes a drain.

PennDOT and the Feds are looking at the Performance Review from all agencies and it may get to the point they may make a rule that if an agency wants to continue to operate those routes that are a drain they will not be funded by them, it will have to be funded locally. The decision to cut routes in Berks County would be by the BARTA Board. This is what we would look at during Board Retreat.

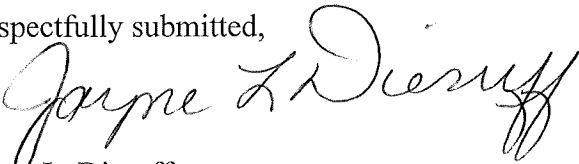
7. Public Comment

None

8. Adjournment

With no further business to discuss, the meeting adjourned at 6:50 p.m., upon motion by Mr. Snyder, seconded by Mr. Rex.

Respectfully submitted,



Jayne L. Dieruff
Secretary