

RCTB RICHLAND COUNTY TRANSIT BOARD

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MINUTES of the April 12, 2023 RCT Board meeting

PRESENT:

Board: Scott Heimann, Clint Knight, Carl Neutzling, Ed Pickens, Crystal Davis-Weese
Attended via Zoom/did not vote: Donna Hight; Absent: Nicole Williams
RCRPC staff: Wes Arnold, Jotika Shetty, Jean Taddie
First Transit: Tara Burchett, Chris Terry; Via Zoom: Bill Harned
RLS & Associates, Via Zoom: Megan Matheny

Call to Order

Chairman Clint Knight called the meeting to order at 8:34 a.m.

Recommended Actions

1. Routine Matters – CONSENT AGENDA

The March RCTB meeting minutes, bills to pay, TMR and RCTB financial reports, GM report, status of grant programs, ridership and advertising reports were provided in advance for review.

Clint Knight asked for call outs or questions. Jean Taddie noted that an additional invoice from VASU for radios was included with the bills to pay. VASU is requesting \$804.88 for \$9,515.25 of equipment and service to add an antennae inside the office so the handheld radios get better reception. They are only charging for the balance of their original quote, so they provided \$8,710.37 in credits. Chris noted that the new antennae has improved the service and the radios are working properly. The final step is to pair the driver ear pieces with the radios on the bus, which is planned for the same week.

As for ridership, Jean noted that ridership continued to climb from pandemic lows. RCT fixed routes had 470 riders per day in March, which was up 31/day from February's daily average (439) and increased 92/day from March 2022 (378).

Ed Pickens made a motion to approve the consent agenda. Carl Neutzling seconded the motion. With no further discussion, the motion carried.

Old Business

Jean, Chris and Tara continued to work with Transdev's technology team and RLS & Associates to address RCT's technology needs, especially a replacement for Transloc's AVL system. Demos were held with Bishop Peak and Passio in March, and GMV,

Swiftly and Spare in April. Additional meetings were held with NEORide partners, VIA (on demand service) and Masabi (fare payment). Purchases could possibly be made through competitively procured master service agreements (MSA) through Transdev and/or NEORide.

The procurement summary was provided in advance for review. We received word that two 16 passenger cutaway buses ordered May 2022 are getting ready for production, but there is still no chassis for the third cutaway, which is a 12 passenger model that non-CDL drivers can operate.

The engineer from KEM has prepared bid documents for the parking lot paving project. The legal notice was posted April 11, and bids are due by 4 p.m. May 9.

The HVAC engineering contract with Wright Engineering was provided in advance for board review and has been forward forwarded to the prosecutor's office for legal review.

Scott Heimann made a motion to approve the HVAC engineering contract contingent upon legal review. Carl Neutzling seconded the motion. With no further discussion, the motion carried.

The Transit Development Plan (TDP) Steering Committee met April 10 and reviewed Tech Memo #3, a draft of recommended updates for RCT's services, technologies and branding. The recommendations include changing from flag stop to bus stops and reducing or eliminating the Shelby fixed route service. A meeting with the Shelby sponsoring agencies is scheduled for April 14. More comments about the recommendations will be sought at the TDP Oversight Committee meeting and the focus group meetings with riders, employers and social service agencies, all of which are scheduled for April 19-20.

For the FTA wage update, Jean noted that FTA has reviewed RCT's financial reports about the wage classification error and they have decided not to issue a penalty. Jean was asked to provide a CARES Grant budget amendment to update the amount of Dial A Ride vs. fixed route wages. The CARES grant was then closed out.

The review of alternative fuels continues. Intern Wes Arnold is assessing the feasibility of CNG, and a report is planned for May. Jean confirmed with the HVAC engineer that RCT's HVAC systems could be upgraded in the future to monitor CNG gas levels.

New Business

A request for a major repair for Bus #221, which normally runs Route 13 to Shelby, was provided in advance. The bus needs a new air compressor, which was quoted at \$2,460.74. RCT's mechanics will install it.

Crystal Davis-Weese made a motion to approve the major repair for Bus #221. Scott Heimann seconded the motion. With no further discussion, the motion carried.

Chris Terry provided a brief summary of the union negotiations that were held April 4-5. She noted there is a tentative agreement, and it is within existing budget constraints. The agreement needs to be ratified by the union membership, and the vote will be held April 15. The contract would take effect May 1, 2023 through April 30, 2026.

Executive Session

Clint Knight made a motion to go into executive session for certain personnel matters related to the appointment, employment, promotion, or compensation of a public employee or official. Ed Pickens seconded the motion. With no further discussion, the motion carried.

Regional Planning Director Jotika Shetty and RLS Consultant Megan Matheny were invited to the executive session. The executive session commenced at 9:08 a.m.

Scott Heimann made a motion to exit the executive session. Carl Neutzling seconded the motion. With no further discussion, the motion carried.

The public meeting resumed at 9:31 a.m.

Other Business from the Floor

There was no other business from the floor.

Adjourn

There being no further business, Crystal Davis-Weese made a motion to adjourn. Ed Pickens seconded the motion. With no further discussion, the motion carried.

The meeting adjourned at 9:32 a.m.

Next Meeting

The next meeting is scheduled for Wednesday, May 10 @ 8:30 a.m.



Scott Heimann, Secretary




Date

The undersigned duly qualified and acting chairman of the Richland County Transit Board certifies that the foregoing is a true and correct copy of the minutes, approved at a legally convened meeting of the Board, of the RCTB meeting held on April 12, 2023.



Clint Knight, Chairman



Date