

**MEETING OF THE PLUMAS COUNTY TRANSPORTATION COMMISSION**  
1834 E. Main St., Quincy - COUNTY OF PLUMAS - Tel. 283-6268

**MINUTES**

May 21, 2012

Meeting of the Plumas County Transportation Commission (PCTC) opened with roll call at 1:30 p.m. in the Conference Room of the Plumas County Public Works Department, Commissioners in attendance are: John Larrieu, Juliana Mark, Robert Meacher, Susan Scarlett and Jon Kennedy with Sharon Thrall absent.

Staff Attendees: Robert Perreault, Executive Director, John Mannle, Associate Engineer/Transportation Planner, Jim Graham, Senior Planner, Mark Crews, Engineering Technician II and Cinda Leonard, Recorder.

Public Attendees included: Jimmy LaPlante and Michele Piller, Plumas Rural Services, Aaron Cabaccang, Caltrans and Michelle Fulton, FRC/Plumas Energy Alliance.

1a. Public Forum for the Public

There being no comments from the Public, Chairman John Larrieu moves to item 1b.

1b. Public Forum for Commissioners

Commissioner Scarlett brings to point a question she had during a previous PCTC meeting in regards to the “low shoulder” signage still prevalent down the Feather River Canyon. John Mannle states that the signs were put up after a series of storms eroded the shoulders causing a significant “drop off” from the pavement. Caltrans is aware of the problem and will be grading the shoulders back up to meet the pavement. The signage will remain until the grading process is completed.

2. Approval of Minutes for April 16, 2012.

Motion to approve by Commissioner Meacher, seconded by Commissioner Scarlett with a unanimous vote approving the minutes.

3. Staff reports on ongoing projects:

a) Jim Graham, Senior Planner, reports that he has polled all of the Fire Districts in Plumas County in regards to Quincy Fire Departments request to obtain a recently retired Transit bus. Most of the Districts have responded in favor of allowing PCTC to obtain the bus for an emergency response base.

b) Mark Crews reports on the status of the ADA Transition Plan for existing Bus Shelters. The report is almost complete. Mark states that the main ADA issue is a lack of a wheel chair lift pad in all locations. He also states that the bus shelter located in the Safeway parking lot in Quincy needs to be relocated away from the traffic flow in and out of the parking lot.

c) Executive Director Perreault reports of the progress of the Park and Ride to be located at the junction of Hwy 89 and Arlington road near Taylorsville. The rights of entry have been received from the private property owners. The field surveys will take place later this spring.

d) John Mannle reports of the process of finding a proposed site for a bus shelter on Hwy 36 in Chester at the Holiday Market. There still needs to be an approved layout. It will be necessary to meet with Caltrans to discuss the best location.

e) Bob Perreault reports on the Transit bus parking/fueling facilities project. The project will be located in Quincy at the Public Works Maintenance Yard. \$650,000 has been authorized for the project. \$249,000 is currently available to begin the project. The area is being surveyed. The idea of an additional fueling station is being pursued. There is also a possibility for tank capacity for Bio-Diesel fuel. Mr. Perreault reports that the project is active and moving forward.

f) Bob Perreault reports that he met with the Indian Valley CSD Board earlier in May. The Board was made aware of the efforts being made to place the utilities underground and addressing ADA issues with the curbs and sidewalks. He states that the primary purpose of meeting with the Board was to express the importance of the state of condition of the water & sewer system. All repairs would need to be made before the final paving of the streets is done. Plumas County Housing Authority is seeking grant funds to help IVCSD move forward.

4. Michelle Fulton of Plumas Energy Alliance gives a Power Point presentation on the proposed Pilot Biodiesel Fuel Project. Her main focus is on educating the local Transportation on the benefits of using Biodiesel. The use of the fuel increases engine longevity thus giving comparable maintenance costs. There will also be an increase in the air quality and, with comparable fuel pricing, there will be an increase in sales tax revenue due to the fact that the biodiesel is manufactured locally.

Plumas Energy Alliance is requesting the Commission experiment with one Transit Bus using biodiesel.

Chairman Larrieu questions where the fueling stations would be located. Ms. Fulton states that eventually there will be fueling stations located throughout the County.

Currently the CFM station in Delleker has a fuel dispensing truck there for biodiesel.

Michelle also states that Intermountain Disposal is currently using biodiesel in their Garbage trucks.

There is general discussion on biodiesel stations. The Commission moves to go forward with this project.

5. Plumas Rural Services presents its 3<sup>rd</sup> quarter financial report. John Mannle informs new Commissioner Juliana Mark on what PRS does as the Transit Operator.

Jimmy LaPlante, PRS, states that ridership was down in the 3<sup>rd</sup> quarter leading to lower revenues. He also states that PRS is looking at retiring bus #306 and replace it with a new one.

After general discussion, it appears that the budget is on track at this stage of the fiscal year.

6. a) Plumas Transit Budget is requesting an additional \$38,600 for fiscal year 2012/13. The breakdown is \$25,000 (3%) increase in wages, \$9000 for reinstating retirement and a \$4600 increase in the fuel budget. There is general discussion on the wage and retirement increases. The Commission specifically states that the steps are not necessarily automatic and will need to be reviewed next fiscal year.

Plumas Rural Services, in conjunction with Jim Graham, Senior Planner, are planning a survey to be taken by Transit riders, in regards to a rate increase.

- b) The Senior Transit budget is requesting an increase of \$4500 for the fiscal year 2012/13. The increase in fuel prices is the leading factor for the increase.

- c) The Transportation Commission Budget:

John Mannle reports that the budget for fiscal year 2012/13 that he has prepared is as close to actual as it can be for Commission approval. John reviews the spreadsheets for year-to-date expenses and the projected budget. Overall all revenues and expenditures are adequate for the operation of the Transportation Department. There is general discussion on the overall budgets.

7. Executive Director Perreault distributes the draft revised Policy & Procedure Manual for the Commissioners to review and comment on at a future PCTC meeting.
8. Jim Graham, Senior Planner gives an overview of the Short Range Transit Plan. A survey form will be distributed to riders and will also be on the Public Works/Transportation website.  
The Commissioners give Jim Graham direction to move forward with the survey.

9. The next meeting of the Commission will be on Monday, June 18, 2012.

10. The meeting adjourned at 3:10 p.m.

Robert Perreault  
Robert Perreault, Jr., Executive Director

JULY 27, 2012

Date