

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

**MINUTES**

September 17, 2012

Meeting of the Plumas County Transportation Commission (PCTC) opens 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, Sharon Thrall, Susan Scarlett, Jon Kennedy and Robert Meacher.

Commissioner Juliana Mark is absent

Staff Attendees: Bob Perreault, Executive Director, John Mannle, Associate Engineer/Transportation Planner, Jim Graham, Senior Planner and Cinda Leonard, Recorder.

Public Attendees included Michele Piller, PRS, Paula Johnston, PRS, Gary Corderman, PRS, Aaron Casas, Caltrans, Bruce Carpenter, CHP and Louise Steenkamp, Seniors Transportation

- 1a. Public Forum. Public  
There being no Public comment, Chairperson Thrall moves to Item 1b.
- 1b. Public Forum. Commissioners  
There being no input from the Commissioners, Chairperson Thrall moves to item 2.
2. Approval of Minutes for August 20, 2012.  
Meeting minutes are approved with a motion by Commissioner Larrieu, seconded by Commissioner Kennedy with unanimous votes of approval.
3. Commissioner input on the Draft Policy & Procedure Manual.  
After general discussion, no further input was provided by the Commission regarding the Draft Policy & Procedure Manual.
4. Resolution 12-18 selecting Smith & Newell as the consultant to perform the 2011/12 financial audits.  
John Mannle explains that of the 2 bids received, Smith & Newell CPAs was ranked by the selection committee as the most highly qualified firm. The cost of the financial audit is \$8900.  
Motion to approve is made by Commissioner Meacher, seconded by Commissioner Larrieu with unanimous votes of approval.
5. Resolution 12-19 regarding the request for additional funding from Seniors

Transportation.

Clarification was requested on the wording in regards to "Non-senior" transportation. Louise Steenkamp, Plumas County Public Health Administration, clarifies that there are circumstances that arise when non-seniors need transportation to doctor appointments when there are no other means of transportation available.

Gary Corderman introduces himself to the Commission as the interim Transit Director.

A motion to approve Resolution 12-19 was made by Commissioner Scarlett, seconded by Commissioner Meacher with unanimous votes of approval.

6. Resolution 12-20 selecting Majic Consulting Group as the consultant to provide the triennial performance audit for fiscal years 09/10, 10/11 & 11/12.  
John Mannle explains that of the 5 bids received, Majic Consulting Group was ranked by the selection committee as the most highly qualified firm. The cost of the triennial performance audit is \$21,977.  
Motion to approve resolution 12-20 is made by Commissioner Larrieu, seconded by Commissioner Kennedy with unanimous votes of approval.
7. Regional Transportation Plan updates – Vehicle Miles Traveled (VMT) Study.  
Bob Perreault explains that this item is an informational item only. No input from the Commission is required at this time.  
Bob Perreault explains that the VMT used for Plumas County for greenhouse gas studies does not factor in the roadways that are closed during the winter months. Mr. Perreault explains that it is time to revisit VMT to recognize the road constraints in Plumas County in order to properly state the VMT.
8. Review and approval of the Short Range Transit Plan Goals and Objectives.  
Jim Graham, Senior Planner, requests comments from the Commission on the updated SRTP Goals and Objectives. After general discussion, Commissioner Kennedy moves to approve the draft Goals and Objectives as part of the STRP update, seconded by Commissioner Larrieu with unanimous votes of approval.
9. The meeting of the Plumas County Transportation Commission adjourns at 2:05. The next meeting will be held on Monday, October 15, 2012.

  
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Robert Perreault, Jr., Interim Executive Director

NOVEMBER 19, 2012  
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Date