

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

MINUTES

December 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: Sharon Thrall, Susan Scarlett, Jon Kennedy and Robert Meacher.

Commissioner Juliana Mark and John Larrieu are absent

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

Public Attendees included: Roy Berlinghoff, PRS, Aaron Casas, Caltrans and R.D. Casey, CHP

1a. Public Forum. Public

With there being no public comments, Chairperson Thrall moves to item 1b.

1b. Public Forum. Commissioners

Commissioner Scarlett informs the Commission that she took the opportunity to ride a Transit bus to Portola in recent days. She stated that the ride was a pleasant experience. Commissioner Scarlett was pleased that there were seat belts available for use, but was surprised that most riders opted out of using them.

Commissioner Meacher reported that he has had many of his constituents expressing concerns over the cutting of green trees in the Chips Fire burn area in the Canyon. Aaron Casas, Caltrans, has been asked to inquire into the matter of why green trees are being cut in an area where they are needed to prevent erosion.

Commissioner Meacher reported that the guide signs at the intersection of SR89 and Arlington Road are need of replacement. The signs are faded or missing entirely. Aaron Casas, Caltrans, stated that he would inquire into the matter of replacement signs.

2. Approval of Minutes for November 19, 2012.

Meeting minutes are approved with a motion by Commissioner Kennedy, seconded by Commissioner Scarlett with unanimous votes of approval by attending Commissioners..

3. Resolution 12-26 pertaining to the PRS adopted Drug & Alcohol Policy

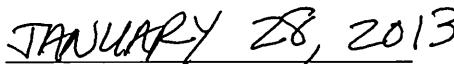
John Mannle explains to the Commission that the FTA is reviewing Drug & Alcohol policies for all Transit providers. The goal is to have the same policy and procedure for all. Resolution 12-26 approves and adopts the PRS Drug & Alcohol Policy.

Motion to approve is made by Commissioner Meacher, seconded by Commissioner Kennedy with unanimous votes of approval by attending Commissioners.

4. Review of the Draft Financial Audits for PCTC and PRS and adoption of Resolution 12-27 authorizing up to a 90 day extension of time for submittal of the audits to the State Controller's Office.
John Mannle reviews the findings of Smith & Newell, PCTC's financial auditors with the Commission. An extension of time is needed to correct some findings before submitting the 2011/12 financial audit to the State Controller's Office. There is general discussion in regards to the draft findings mentioned in the draft audit.
Motion to adopt Resolution 12-27 is made by Commissioner Scarlett, seconded by Commissioner Meacher, with unanimous votes of approval by attending Commissioners.
5. John Mannle addresses the Commission in regards to the progress being made on the Triennial Performance audit being performed by Majic Consulting. John states that each of the Commissioners may be contacted by the Consulting firm in regards to the performance audit.
There will be a formal presentation to the Commission by Majic Consulting when the Triennial Audit is finalized.
6. In general conversation, Commissioner Thrall inquires as to the final edition of the Transportation Commission's Policy & Procedure manual. John Mannle answers that he will ask Jim Graham, Senior Planner, as to the status of the manual and will report back to Commissioner Thrall via email.
7. The tentative date for the next meeting of the Commission is set for Monday, January 28, 2013. The meeting is adjourned at 2:05 p.m.



Robert Perreault, Jr., Interim Executive Director



Date