

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

**MINUTES**

November 21, 2011

Meeting of the Plumas County Transportation Commission (PCTC) open 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, Dan Wilson, Susan Scarlett, Jon Kennedy and Robert Meacher.

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

Public Attendees included: Jimmy LaPlante, Plumas Rural Services, Aaron Cabaccang, Caltrans, Jeff Schwein and Kevin Sevier of Lumos & Associates, Jim Graham, Plumas County Planning Department and Jack Blomquist, California Highway Patrol.

1a. Public Forum. Public

There being no comments from the Public, Chairman Larrieu moves on to Item 1b.

1b. Public Forum. Commissioners

There being no comments on non-agenda items, Commissioner Larrieu moves on to Item 2.

2. Approval of Minutes for October 17, 2011. Motion to approve by Commissioner Scarlett, seconded by Commissioner Thrall with unanimous vote.

3. Plumas Transit 1<sup>st</sup> Quarter Report – Corrections

John Mannle explains the revisions made to the report. Ticket sales and charter receipts were previously reported inaccurately. A revised report is distributed to the Commission.

4. State Route 36 Transportation Concept Report

Bob Perreault gives a brief discussion on the report that was prepared by Caltrans.

**Resolution 11-20** authorizing concurrence with the report.

Motion to approve by Commissioner Thrall, seconded by Commissioner Kennedy with unanimous vote.

5. Adoption of the Regional Transportation Plan and Certification of the Environmental Impact Report

John Mannle gives a brief overview of the Regional Transportation Plan and its

associated environmental impact report.

**Resolution 11-21** certifying the Environmental Impact Report

Motion to approve by Commissioner Kennedy, seconded by Commissioner Thrall with unanimous votes.

**Resolution 11-22** adopting the Regional Transportation Plan.

Motion to approve by Commissioner Scarlett, seconded by Commissioner Wilson, with unanimous vote.

6. Adoption of the Regional Transportation Improvement Program (RTIP) for the 2012 State Transportation Improvement Program (STIP)

John Mannle briefs the Commission on the proposed Regional Transportation Improvement Program (RTIP). The RTIP contains the same projects as the 2010 RTIP with additional funding programmed to cover cost increases. The additional funding needed for the State Route 89 Greenville Rehabilitation project will come from Transportation Enhancement funding apportioned to the County within the STIP.

**Resolution 11-23** adopting the Regional Transportation Improvement Program

Motion to approve by Commissioner Thrall, seconded by Commissioner Wilson, with unanimous vote.

7. Public Transit Modernization, Improvement, and Service Enhancement Account (PTMISEA) – Project scope and funding plan for the Transit Bus Parking Facility

John Mannle explains the use for the monies received from the Public Transit Account. The funds will be used to build a covered bus storage unit within the Public Works Maintenance Yard, paving and upgrading the fuel storage tanks.

**Resolution 11-24** Authorizing Deposit of \$243,930 from the Public Transit Modernization, Improvement, and Service Enhancement Account

Motion to approve by Commissioner Kennedy, seconded by Commissioner Thrall, with unanimous vote.

**Resolution 11-25** Authorizing the expenditure of \$7,500 in Regional Surface Transportation Program Exchange Funds for the environmental document for the project.

Motion to approve by Commissioner Wilson, seconded by Commissioner Scarlett, with unanimous vote.

8. Amendment of FY 11/12 Overall Work Program

**Resolution 11-26** amending the FY 11/12 OWP to include the State grant funds for the Short Range Transit Plan Project.

Bob Perreault gives a brief discussion on the grant funding and the work task to have Jim Graham, Senior Planner, Planning & Building Services to perform the majority of the work. Jim Graham is currently budgeted by the Dept. of Public Works to perform planning services of specific projects.

Motion to approve by Commissioner Thrall, seconded by Commissioner Wilson, with unanimous vote.

9. Review of the Draft Audits for FY 10/11 for the Plumas County Transportation Commission and Plumas Transit  
John Mannle reports on the recent draft audits from Smith & Newell. There is general discussion on the Auditors recommendations. Susan Scarlett asks who will be writing the Management Discussion and Analysis for the audits. John Mannle replies that he will be presenting a draft of the Management Discussion and Analysis to the Commission in December.
10. Request for fund transfer within the Overall Work Program of \$1500 in Regional Planning Account (RPA) funds from the Administration Element to the Computer Support Element.  
John Mannle explains the need for the budget transfer to the Commission.  
Bob Perreault further explains the time delay involved in obtaining approval of the vendor's agreement for last year's annual maintenance bill has caused the need for both payments to be made in this current fiscal year.

**Resolution 11-27** authorizing the transfer of \$1500 from Work Element 603 to Work Element 609 for the costs of the annual software maintenance agreement for the geographic information system used in conjunction with the pavement management software.

Motion to approve by Commissioner Thrall, seconded by Commissioner Wilson, with unanimous vote.

11. The next Meeting is scheduled for December 19, 2011. Discussion and adjournment at 2:20 p.m.
12. The meeting adjourned at 2:20 p.m.