

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

**MINUTES**

February 23, 2015

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.

**1. Roll call** is conducted by John Mannle.

Commissioners in attendance are: John Larrieu, Kevin Goss, Susan Scarlett, Lori Simpson and Bill Powers. Commissioner Sharon Thrall is absent. Chair Larrieu stated that 5 Commissioners being present, a quorum is declared to exist.

Staff Attendees: John Mannle, Associate Engineer and Transportation Planner, Jim Graham, Senior Environmental Planner and Cinda Leonard, Recording Secretary.

Others in attendance are Tamara Rich, Caltrans, Gary McFarland, PRS Transit Manager and Kelly McElwain, PRS.

**1A. Public Forum - Public**

There were no comments from the Public.

**1B. Public Forum - Commissioners**

There were no comments from the Commissioners.

**2. Approval of Minutes for January 26, 2015**

Motion by Commissioner Powers, seconded by Commissioner Goss: to adopt the draft minutes for the January 26, 2015 meeting. Motion passed unanimously.

**3. Administrative Draft Short Range Transit Plan (SRTP) – Jim Graham**

Jim Graham asks the Commission if there are any final comments on the Draft SRTP before the final adoption is held at the March PCTC meeting. Commissioner Scarlett points out a typing error on page 52.

**4. Public Hearing for the Draft Plumas County Coordinated Public Transit – Human Services Transportation Plan – Jim Graham**

Chair Larrieu opens the Public Hearing for the Plumas County Coordinated Public Transit – Human Services Transportation Plan. Being no one present to comment, Chair Larrieu closes the Public Hearing.

Jim Graham tells the Commission that the Plan will be adopted at the March PCTC meeting. If any of the Commissioners have any comments or changes to the Plan, they are asked to email the comments or changes to him before the next PCTC meeting.

**5. Resolution 15-2 adopting the FTA 5310 program scores and finding applications in**

**conformance with the Plan**

Motion is made by Commissioner Goss, seconded by Commissioner Simpson with unanimous votes of approval to adopt the FTA 5310 program scores and applications in conformance with the "Plumas County Coordinated Public Transit – Human Services Transportation Plan".

**6. Draft Financial Audits for FY 2013/14**

Commissioner Scarlett has some comments on changing some of the wording in the Management's Discussion and Analysis. There is general discussion on the draft audits.

**7. Resolution 15-3 authorizing payment of \$500 to SRTA in behalf of the NSSR**

Motion is made by Commissioner Powers, seconded by Commissioner Goss with unanimous votes of approval to send payment of \$500 to the Shasta Regional Transportation Agency in behalf of the NSSR.

**8. Plumas Transit Quarterly Report – Gary McFarland**

Gary reports to the Commission that the ridership is up overall from the past 3 years. The route restructuring has made a big difference in ridership. Gary states that there have been instances where the passengers have had to stand due to lack of seating.

John Mannle states that in the future we may need to purchase larger buses if this trend continues.

**9. Status on repairs to the Bus #340 and possible action regarding the Bus maintenance supplemental budget**

Gary McFarland reports that after just one run Bus #340 had the check engine light come on. After consulting with Gridley Ford, it was approved to drive the bus back to Gridley Ford for repairs.

John Mannle informs the Commissioners that there will be a separate line item in the budget for major repairs rather than grouping all repairs under fleet maintenance.

**10. Discussion and possible adoption of the Plumas Transits Drug and Alcohol policy**

John Mannle explains that the D&A policy has been updated to meet new FTA Standards. Once the policy has been adopted by the PRS Board of Directors, they will bring it before the PCTC Commissioners for formal adoption

**11. Next meeting date is set for Monday, March 16, 2015 at 1:30 pm**

**13. Chair John Larrieu adjourns the meeting at 2:09 pm**

  
Robert Perreault, Jr. Interim Executive Director

MARCH 17, 2015  
Date