

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

MINUTES

Monday, January 22, 2018,

Meeting of the Plumas County Transportation Commission (PCTC) is called to order by Vice Chairman Bill Powers with roll call at 1:30 pm in the Conference Room of the Plumas County Public Works Department.

1A. Roll Call is conducted by Bob Perreault Commissioners in attendance are: Bill Powers, Lori Simpson, Susan Scarlett, and Phil Oels. Kevin Goss and Michael Sanchez are absent. A quorum is present.

Staff Attendees: Bob Perreault, Interim Executive Director; John Mannle, Assistant Director; Angelique Pluff, Recording Secretary.

Others in Attendance: John Rix – Senior Transportation; Kelly McElwain – Plumas Transit.

1B. Public Forum – Public

John Rix, Senior Services Director, Senior Transportation announced that his department had received two of three new busses funded by the FTA 5310 program. The third bus delivered was involved in an accident and was returned to the manufacturer.

1C. Public Forum: Commissioners

There are no comments.

2. Consideration of Draft Minutes for PCTC Meeting Conducted on December 18, 2017.

Motion is made by Commissioner Oels, seconded by Commissioner Scarlett, to adopt the minutes of the December 18, 2017 meeting. Roll call vote, motion passes 4-0.

3. Plumas Transit Contract Amendment No. 6 – One Year Time Extension

Bob Perreault explains the one year time extension to the transit contract between CSA #12 and Plumas Rural Services. Transportation Commission staff recommends renewal of the transit contract with an expiration date of June 30, 2019. Motion passes to approve the one year extension to the transit contract by a vote of 4-0.

4. Resolution 18-01 Adopting Plumas County Active Transportation Program 2018 Pedestrian/Bicycle Plan

Bob Perreault explains this resolution as the final act in adopting the Plumas County Active Transportation program 2018 Pedestrian/Bicycle Plan. This document will then go to the Board of Supervisors and the City of Portola with a recommendation that the document be included within their respective General Plans. Motion is made by Commissioner Oels, seconded by Commissioner Simpson, to adopt Resolution 18-01.

Roll call vote, motion passes 4-0.

5. FTA 5339 Program Bus Acquisition – Progress Report

John Mannle explains the FTA 5339 Program to the Commission. This agreement has been approved with Caltrans. This Bus order was placed last week and the arrival of the new Bus should be here by May, 2018. This Bus will seat twenty four passengers and two handicap passengers. A series of resolutions will be presented to the Commission for this new purchase, as well as movement of funds for reimbursement.

6. Plumas County Transportation Commission Mid-Year Budget review

John Mannle explains the Mid-Year review process to the Commissioners. Currently the Transportation Commission is tracking on budget for Fiscal Year 2017/18 there are no significant changes in expenditures. Currently the Transportation Commission revenue is tracking higher than anticipated. Sales tax has been higher this fiscal year than it has been in ten years. The new State of Good Repair Program will also bring in \$27,999 by the end of this fiscal year.

7. Fiscal Year 2016/17 Financial Audit – Progress Report

John Mannle discusses the draft audit submitted by the consultant Financial Auditor. The Transit Fund audit has not been submitted yet. Staff anticipates that both audits will be ready for the February meeting, giving the Commissioners time to review before adopting the audits at the March meeting. Currently the only finding in the Commission audit was the processing of payments made to PRS for the operation of Plumas Transit. The transfers must be made through two accounts before a check can be processed. Staff is working with the Auditor's Office to ensure their staff understands the proper processing of transit operations contract payments.

8. PCTC Next Meeting is scheduled for Monday, February 26, 2018 at 1:30 pm.

9. Adjournment.

Meeting adjourned at 1:52 pm.



Robert A. Perreault, Interim Executive Director

Date: MARCH 2, 2018