

CENTRE AREA TRANSPORTATION AUTHORITY  
REGULAR BOARD MEETING  
AND PUBLIC HEARING

MINUTES

June 27, 2005

4:00 PM

STATE COLLEGE BOROUGH BUILDING  
Room 241, 243 S. Allen Street

BOARD MEMBERS PRESENT: John Spychalski, Chairman  
Joe Davidson, Vice-Chairman  
Richard Kipp, Treasurer  
Gary Powers  
Kathryn Bittner

STAFF PRESENT: Hugh Mose, General Manager  
Judith Minor, Director of Administration  
Eric Bernier, Service Development Manager  
Jacqueline Sheader, Marketing Manager  
Terri Quici, Executive Assistant  
Joe Gilbert, Director of Transportation  
Jim Ewing, Operations Supervisor

OTHERS PRESENT: Tim Geibel, CRPA, Transportation Planner

**I. CALL TO ORDER**

Chairman Spychalski called the meeting to order at 4:02 PM and announced that the Board had held an Executive Session on June 16, 2005 to discuss personnel matters. Chairman Spychalski then called upon Joe Gilbert to introduce Jim Ewing, Operations Supervisor. Mr. Ewing was promoted to this position a year ago but did not have an opportunity to meet the Board of Directors previously. Joe Gilbert reported that Jim had been a driver for 5 years with CATA. Chairman Spychalski and Board members welcomed Mr. Ewing.

**II. PUBLIC COMMENT**

None.

**IV. OLD BUSINESS**

*A. Approval of Minutes of May 23, 2005 Board Meeting*

Chairman Spychalski entertained a motion to approve the minutes. Joe Davidson moved to approve the minutes of the May 23, 2005 Board Meeting as presented. Gary Powers seconded. The motion carried unanimously.

*B. Approval of May 2005 Finance Reports*

Chairman Spychalski entertained a motion to accept the May 2005 Finance Report. Richard Kipp moved to accept the May 2005 Finance Report as presented. Kathryn Bittner seconded.

Judi Minor stated that she looked at year-end estimates compared to budgeted amounts and everything looks good. Items discussed included non-transportation revenue, drivers' wages,

fuel, and farebox revenue. Hugh Mose noted that CATA is in better shape at year-end than was thought it would be a year ago, but that we will still need to access some of the carry-forward funds. Joe Davidson asked about where capital items are in the financial report. Judi Minor explained that capital items are not included in the budget and explained the capital funds process. Hugh Mose noted that Centre Line ridership increased slightly.

With no further discussion, the motion carried unanimously.

*C. Advanced Public Transportation Systems (APTS) Update*

Tim Geibel provided a handout to the Board that outlined the twelve technologies under consideration and also gave a brief description of what each technology offers CATA. Mr. Geibel further noted that this list of twelve priorities has been reviewed by staff and, once finalized, will guide procurement decisions for the life of the project.

Mr. Geibel then received questions from the Board regarding various priorities with regard to efficiency versus cost. Joe Davidson suggested moving the Security Cameras up from #4 to #2. Gary Powers suggested moving Engine Diagnostics and Mobile Dispatch Unit up, too. Mr. Geibel stated that he will incorporate comments he receives as the list of priorities is finalized.

Chairman Spychalski asked what back up system is in place should we lose communications. Eric Bernier and Tim Geibel indicated we would revert to what we are presently doing.

*D. Service Planning Update*

Eric Bernier reviewed changes that have occurred since May with the X, P, and LINK routes. Mr. Bernier noted that since additional funding became available for the X Route, Saturday service has been restored and the P Route will end at the hospital but will run at 70 minute intervals. Mr. Bernier also reported that the LINK to Innovation Park will run every 15 minutes weekdays and will provide better frequency than before.

*E. Adoption of FY 2005/2006 FINAL Budget*

Judi Minor stated that there are no changes from the Draft to the Final budget. There was brief discussion regarding local shares and the additional amount received from the County to support the X Route. Gary Power moved to adopt the FINAL Budget. Kathryn Bittner seconded. The motion carried unanimously.

**V. NEW BUSINESS**

*A. Resolution Authorizing Filing of an Application for a State Grant (PT574) for Compressor Replacement*

With no discussion, Richard Kipp moved that the Board adopt the resolution authorizing the filing and execution of a state capital grant application to finance 16 2/3% of the total project cost for the replacement of CATA's CNG compressors. Gary Powers seconded. The motion carried unanimously.

*B. Football Shuttle*

Eric Bernier announced that a tenant will move into the former Jubilee store at Hills Plaza and will affect the availability of parking. Mr. Bernier stated that parking will no longer be available in front of Jubilee, but that the owner has offered parking in the back plus some in front of Ames. Mr. Bernier also reported that there is a fare increase this year, which may or may not affect ridership.

C. *Policy Review Schedule*  
Hugh Mose explained that a monthly review schedule has been set up so that the Board will have the opportunity annually to renew each policy and/or make any changes that are necessary. Kathryn Bitner moved that the Board adopt the schedule for reviewing CATA policies. Gary Powers seconded. The motion carried unanimously.

D. *Criminal History Investigation and ADA Reasonable Accommodation Policies*  
Richard Kipp moved to adopt the Criminal History Record Investigations and ADA Reasonable Accommodation Policies. Joe Davidson seconded. The motion carried unanimously.

Chairman Spychalski requested that "(CATA)" be placed in each of the first paragraphs after Centre Area Transportation Authority is written and to replace "company" with "CATA". Judi Minor will incorporate the changes into the policies.

E. *July Board Meeting*  
Mr. Mose noted that there is no anticipated business items that would require a July meeting; however, if AFSCME ratifies the new tentative labor agreement then he recommends holding a special meeting to approve the new agreement.

Joe Davidson moved to cancel the July 25, 2005 Regular Board Meeting and schedule a Special Meeting for July 13, 2005 at 4:00 PM. Gary Powers seconded. The motion carried unanimously.

## **VI. OTHER BUSINESS**

A. *General Manager's Report*

Hugh Mose reported that Jeff Siraguse, a former employee, was arrested. He next reported that Dick Wiles, Representative Peterson's long-time Aide, had a heart attack and died last Friday. Mr. Mose will send a letter to Rep. Peterson offering his condolences.

B. *Service Development Report*

In addition to the report that the Board received in their packets, Eric Bernier noted that the Saturday Centre Ride service along the X Route is no longer an issue since most of the Saturday service was restored. Chairman Spychalski asked about the Bus Pass Laptop issues. Mr. Bernier explained that the problems had included a virus in the front office PC and laptop incompatibility with devices, but the latter will be corrected with additional hardware.

C. *Other*

Richard Kipp asked for an update on the Curtin Road transit center. Mr. Mose noted that the Penn State administrator who preferred that CATA buses stay off campus is no longer with the University. He also stated that CATA has requested a congressional earmark in the FY 2005/2006 Federal budget.

## **VII. ADJOURNMENT**

With no further business to discuss, Joe Davidson moved to adjourn the meeting at 5:40 PM. Gary Powers seconded. The motion carried unanimously.

## **VII. EXECUTIVE SESSION**

The Board recessed to Executive Session to discuss personnel matters.