

LASSEN TRANSIT SERVICE AGENCY

March 9, 2020

(1) **CONVENE:**

LTSA's Regular Meeting convened at 1:00 PM by Chairman Franco, City of Susanville Council Chambers at 66 North Lassen Street, Susanville, CA.

Commissioners Present: Hemphill, Moore, Hammond, Franco, Wilson and Teeter.

Commissioners Absent: None.

Others Present: Dan Gibbs, City of Susanville; Caleb Schortz, Paratransit; John Clerici, and Steve Borroum, LCTC; Larry Millar, David Knaut, and Cheryl Strange, LTSA Staff.

- 1.1 **Agenda Approval:** On a first by Mr. Hemphill, second by Mr. Wilson, it was unanimously passed to approve the agenda.
- 1.2 **Minutes Approval:** On a first by Mr. Hemphill, second by Mr. Teeter, it was passed to approve the January 10, 2020, minutes. Mr. Wilson abstained.

(2) **CORRESPONDENCE / PUBLIC COMMENT**

- 2.1 **Correspondence:** None
- 2.2 **Public Comment:** None.

(3) **NEW BUSINESS**

- 3.1 **First Amendment to Agreement Between LTSA and ETA Transit Systems, Inc.:** Mr. Knaut reviewed information as provided in packets.

Discussion was held regarding the total contract amount.

On a first by Mr. Moore, second by Mr. Teeter, it was unanimously passed to approve the first amendment of the agreement between LTSA and ETA Transit Systems, Inc. to increase the contract amount by \$60,000.00, and to authorize the Executive Director of the LTSA to execute the first amendment.

- 3.2 **Surplus Bus 5:** Mr. Knaut reviewed information as provided in packets.

On a first by Mr. Teeter, second by Mr. Wilson, it was unanimously passed to authorize the Executive Director to surplus bus 5 and remove said bus from the fleet, and authorize Executive Director to carry out all necessary processes to surplus bus 5.

(4) **OTHER BUSINESS**

4.1 **Reports by Executive Director and Staff:** Mr. Knaut gave a preview of upcoming meeting items to include increasing service in Susanville and vehicle service hours.

4.2 **Report by Lassen Rural Bus Manager/Staff:** Mr. Schortz reported on the following areas of LRB operations and activity.

- Report on LRB activity
- Report of maintenance activity of the LRB fleet
- Report on condition of the fleet vehicle HVAC systems

Mr. Wilson commented about the use of the swimming pool stop. Mr. Schortz stated that the bus stop is currently being serviced as an “on call” stop.

4.3 **Matters brought forth by the Agency:** Mr. Wilson commented about a new camp area proposed by the City that may need bus services.

4.4 **Set date for the next Regular Agency Meeting for May 11, 2020, at 1:00 p.m.**

4.5 **Adjournment:** 1:14 p.m.