

LASSEN TRANSIT SERVICE AGENCY

August 14, 2023

(1) CONVENE:

LTSA's Regular Meeting convened at 1:04 p.m. by Chairman Albaugh, at City of Susanville Council Chambers, 66 North Lassen Street, Susanville, CA.

Commissioners Present: Albaugh, McCourt, Brown, Neely, and Gallagher.

Commissioners Absent: Stafford.

Others Present: John Clerici, Steve Borroum, LCTC; Caleb Schortz, Paratransit; Pete Heimbigner, and Cheryl Strange, LTSA Staff.

1.1 Pledge of Allegiance.

1.2 **Agenda Approval:** On a first by Mr. Gallagher, second by Mr. Brown, it was unanimously passed to approve the agenda.

1.3 **Minutes Approval:** On a first by Mr. Gallagher, second by Mr. McCourt, it was unanimously passed to approve the June 19, 2023, minutes.

(2) CORRESPONDENCE / PUBLIC COMMENT

2.1 **Correspondence:** None.

2.2 **Public Comment:** None.

(2) NEW BUSINESS

3.1 **State of Good Repair Program:** Mr. Heimbigner reviewed information as provided in packets.

Discussion was held regarding bus wash brushes and concrete work.

On a first by Mr. McCourt, second by Mr. Gallagher, it was unanimously passed to adopt Resolution 23-005, approving project list for the 2023/24, cycle of State of Good Repair.

(4) OTHER BUSINESS

4.1 **Reports by Executive Director and Staff:** Mr. Heimbigner announced that Cynthia Raschein will be filling the Assistant Director of Public Works position.

4.2 **Report by Lassen Rural Bus Manager/Staff:** Mr. Schortz reviewed information as presented in packets.

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

Discussion was held regarding services for Pacific Coast Trails hikers.

4.3 **Matters brought forth by the Agency:** None.

4.4 **Set date for the next Regular Agency Meeting for October 16, 2023, at 1:00 p.m.**

4.5 **Adjournment:** 1:24 p.m.