

LASSEN TRANSIT SERVICE AGENCY

August 9, 2021

(1) **CONVENE:**

LTSA's Regular Meeting convened at 1:08 p.m. by Vice Chair Schuster, at City of Susanville Council Chambers, 66 North Lassen Street, Susanville, CA.

Commissioners Present: Hemphill (1:42 arrival), Albaugh, Schuster, Herrera, and Bridges (alternate).

Commissioners Absent: Hammond and McCourt.

Others Present: Caleb Shortz, Paratransit; Mike Mogen, Caltrans; John Clerici, LCTC; Pete Heimbigner, Cheryl Strange, Steve Stehrenberger, and David Knaut, LTSA Staff.

1.1 **Pledge of Allegiance.**

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

1.3 **Minutes Approval:** On a first by Mr. Albaugh, second by Mr. Bridges, it was unanimously passed to approve the June 21, 2021, minutes.

(2) **CORRESPONDENCE / PUBLIC COMMENT**

2.1 **Correspondence:** None.

2.2 **Public Comment:** None.

(3) **NEW BUSINESS**

3.1 **FY 2021/22 Budget Changes:** Mr. Knaut reviewed information as presented in packets.

Mr. Albaugh asked about the change to the truck funding. Mr. Knaut stated that is was due to the equipment additions.

On a first by Mr. Herrera, second by Mr. Bridges, it was passed to approve amended LTSA Fiscal Year 2021/22 Operating Budget. Mr. Albaugh opposed.

3.2 **Vault Room Construction Bid Award:** Mr. Knaut reviewed information as presented in packets.

Mr. Albaugh asked if county staff could do this project more cost effectively. Mr. Heimbigner stated that with the current staffing it is questionable if the skill set would be adequate and it would take them away from other county jobs.

Discussion was held regarding alternative options, local market pricing, and technical project specifications.

On a first by Mr. Bridges, second by Mr. Herrera, it was unanimously passed to approve the lowest qualified bidder, the meets all of the minimum requirements on the bid, and approve the Executive Director to sign all related contracts and documents.

3.3 State of Good Repair Program: Mr. Knaut reviewed information as presented in packets.

Mr. Albaugh asked about the high cost. Mr. Knaut stated that some of the pricing is for delivery.

On a first by Mr. Bridges, second by Mr. Herrera, it was unanimously approved to adopt Resolution 21-004, approving the project list for the 2021/22 cycle of State of Good Repair Program.

3.4 Operating Services Performance Reports: Mr. Knaut reviewed information as presented in packets.

Mr. Albaugh asked how Big Valley 50 Plus drivers are audited. Mr. Knaut responded that their driver is not an employee of LTSA, so it would be up to them to monitor their employees, but that Big Valley 50 Plus provides reports for audit. Mr. Heimbigner said they would follow up with them to make sure they are aware of driver complaints.

3.5 Fare Waiver During Emergency: Mr. Knaut reviewed information as provided in packets.

Discussion was held confirming that fuel is available during power outages, and how many people used emergency evacuation services.

Direction was given to seek State and Federal reimbursement for waivers issued.

On a fist by Mr. Albaugh, second by Mr. Bridges, it was passed to approve to waive fares during emergency, and to seek Office of Emergency Services reimbursement for any fees waived.

(4) OTHER BUSINESS

4.1 Reports by Executive Director and Staff: None.

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

Mr. Schortz was pleased to report on the readiness and participation of his employees to help during evacuations. He said that multiple agency communication provided effective services to get evacuees to safety, and that they will continue working hard to refine emergency operations.

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

Members of the agency and LTSA staff expressed appreciation for excellent service above expectations from Mr. Schortz and his staff.

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

4.4 **Set date for the next Regular Agency Meeting for October 18, 2021, at 1:00 p.m.**

4.5 **Adjournment:** 2:02 p.m.