LASSEN TRANSIT SERVICE AGENCY

December 12, 2022

(1) CONVENE:

LTSA's Regular Meeting convened at 1:02 p.m. by Vice Chairman Albaugh, at City of Susanville Council Chambers, 66 North Lassen Street, Susanville, CA.

Commissioners Present: Stafford, McCourt, Brown, Hammond, Bridges (alternate), and Albaugh.

Commissioners Absent: Hemphill.

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

1.1 **Pledge of Allegiance.**

1.2 **Agenda Approval:** On a first by Mr. Stafford, second by Mr. Bridges, it was unanimously passed to approve the agenda with the addition of Paratransit's report.

1.3 **Minutes Approval:** On a first by Mr. Stafford, second by Mr. Brown, it was unanimously passed to approve the October 17, 2022, minutes.

(2) CORRESPONDENCE / PUBLIC COMMENT

2.1 **Correspondence**: None.

2.2 **Public Comment**: Tonya Peddicord expressed her concern regarding the potential closure of the Lassen Senior Center and requested that up to date information be provided to the public. She said recent upgrades to the Senior Center make the building an asset to the community. She feels that moving senior meals from the center to Lumberjack's might not allow seniors to receive important information in a timely manner.

Mr. Bridges and Mr. Albaugh offered PSA2 and the Board of Supervisors as additional resources.

Penny Artz (by phone) commented on the current on-going activities at the center.

(3) NEW BUSINESS

3.1 Lassen Senior Services: Mr. Knaut reviewed information as presented in packets.

Discussion was held regarding the proposed trip reimbursement program.

Further discussion was held regarding feasibility to keep the current LSS contract active and to clarify that funding earmarked for LSS would be rolled back into the budget as carry-over if the contract is terminated at a later date.

Direction was given to keep the current LSS contract in place while working to make improvements and possibly implementing the trip reimbursement program.

3.2 **FY 2022/23 Budget Changes:** Mr. Knaut reviewed information as provided in packets.

Discussion was held to clarify Option B in packet information, and administration fees being paid two times a year.

On a first by Mr. McCourt, second by Mr. Stafford, it was unanimously passed to adopt Resolution 22-009 authorizing the filing of a claim with the Lassen County Transportation Commission for allocation of Transportation Development Act Funds for Fiscal Year 2022/23, and gave direction to pay the Lassen County administration fees semiannually.

3.3 **Award Contract for Contactless Payment Validators:** Mr. Knaut reviewed information as provided in packets.

Discussion was held regarding the benefits and draw backs to using the service, as well as future maintenance and upgrade costs. Mr. Schortz commented that the elderly really like using this type of service.

On a first by Mr. McCourt, second by Mr. Bridges, and by roll call, it was passed to authorize the Executive Director to enter into an agreement with Kuba, Inc. Mr. Albaugh and Mr. Hammond opposed.

(4) OTHER BUSINESS

4.1 **Reports by Executive Director and Staff:** Mr. Knaut asked the board if they would be interested in partnering with private or public entities for electric charging stations for busses.

All agreed they were open to any presentations.

4.2 **Report by Lassen Rural Bus Manager/Staff:** Mr. Schortz reviewed information as provided 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 the upcoming fleet and infrastructure compliance.

4.3 **Matters brought forth by the Agency:** Mr. Hammond thanked staff for service during his terms.

Mr. McCourt asked about Pingo. Mr. Schortz said it's not being used very much and commented that feedback is customers don't feel safe entering their information into the app. Mr. Knaut said he will present a report on the Pingo pilot program at the January meeting.

4.4 **Set date for the next Regular Agency Meeting for January 9, 2023, at 1:00 p.m.**

It was agreed to set he next meeting date to coincide LCTC's January meeting.

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