

LASSEN TRANSIT SERVICE AGENCY

January 10, 2022

(1) **CONVENE:**

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

Commissioners Present: Hemphill, Albaugh, McCourt, Herrera, Schuster, and Hammond.

Commissioners Absent: None.

Others Present: John Clerici, LCTC; Pete Heimbigner, and David Knaut, LTSA Staff.

1.1 **Pledge of Allegiance.**

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

1.3 **Minutes Approval:** On a first by Mr. Albaugh, second by Mr. McCourt, it was unanimously passed to approve the November 8, 2021, minutes. Ms. Schuster and Mr. Hammond abstained.

(2) **CORRESPONDENCE / PUBLIC COMMENT**

2.1 **Correspondence:** None.

2.2 **Public Comment:** None.

(3) **NEW BUSINESS**

3.1 **Fiscal Year 2021/22 Half Year Review:** Mr. Knaut reviewed information as presented in packets.

Mr. Hammond asked about private land acquisition for the new bus shelter.

Discussion was held regarding cost feasibility for acquisition and the cost for appraisal if a purchase was negotiated. Further discussion was held to clarify that the site was moved to lower priority and revisit later. Mr. Knaut said there may be another property offered.

Mr. Albaugh asked if fares go down during inclement weather. Mr. Knaut said that most fare revenues come from contracts with the Lassen Community College and the Far Northern Regional Center, so the revenue is not affected by daily weather, but that the fires did affect some revenue and ridership.

Discussion was held regarding LCTC/LTSA funds and allocation timing, FEMA reimbursements, engineering budget overage, and car wash brush was less than the proposal estimate.

3.2 **Drug & Alcohol Policy Update Required by FTA:** Mr. Knaut reviewed information as provided in packets.

Mr. Albaugh asked if this should just be an amendment.

Discussion was held regarding the contents of the new federal mandates, how they may affect LTSA, and the need for LTSA to have policies in place to work in conjunction with Paratransit and the federal mandates.

On a first by Ms. Schuster, second by Mr. Herrera, it was unanimously passed to adopt Paratransit's updated Drug and Alcohol Policy required by Federal Transit Administration.

(4) **OTHER BUSINESS**

4.1 **Reports by Executive Director and Staff:** None.

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

Mr. Albaugh asked how new federal mandate policies will affect LTSA. Mr. Schortz said that it is still being worked out.

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

4.4 **Set date for the next Regular Agency Meeting for March 14, 2022, at 1:00 p.m.**

4.5 **Adjournment:** 1:32 p.m.