



MODOC TRANSPORTATION AGENCY

108 South Main, Alturas, CA 96101  
Phone (530) 233-6410 • Fax 233-3744

**MINUTES**  
**Regular Meeting**  
**April 5, 2016**

**Board Members Present**

John Dederick	Councilmember, City of Alturas
David Allan, Vice Chair	Board of Supervisors District I, Modoc County
Bobby Ray	Councilmember, City of Alturas
Jim Wills	Board of Supervisors District IV, County
Mark Moriarity	Citizen at Large, Modoc County
Danny Parker	Citizen at Large, City of Alturas

**Board Members Not Present**

Kathie Rhoads (Alternate)	Board of Supervisor District III, Modoc County
Cheryl Nelson (Alternate)	Councilmember, City of Alturas

**Staff Present**

Debbie Pedersen	Executive Director
Cindy Imbach	Transit Manager
Niki Witherspoon	Systems Manager
Jacque Dockery	Office Assistant

**Public Present**

Aaron Casas	Caltrans District 2 Regional Planning Liaison
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1. **Call to Order** – **Chairman Dederick** called the meeting to order at 2:21 p.m. in the Alturas City Council Chambers at 200 W. North Street.
2. **Public Forum** – There were no public comments.
3. **Confirm Agenda** - Motion by Board Member Allan to confirm agenda, seconded by Board Member Ray. All Ayes; motion carried
4. **Consent Agenda**
  - a. Approve minutes from 02/02/16 MTA Regular Meeting.
  - b. Financial Transactions 01/01/16 through 02/29/16
  - c. YTD expenditures through 02/29/16

Motion by Board Member Allan to approve Consent Agenda items a-c above; seconded by Board Member Parker. All ayes; motion carried.

**5. New Business**

**a. Adopt Resolution 16-03 –**

Executive Director Pedersen reported that, due to Federal funding regulations, MTA is required to accept/approve MV Transportation’s Drug and Alcohol testing program. MV Transportation has provided this Drug and Alcohol program since 2010 in compliance with these regulations.

Motion by Board Member Allen to adopt Resolution 16-03 approving MV Transportation’s Drug and Alcohol Program, seconded by Board Member Parker. All ayes; motion carried.

- b. **Authorize Executive Director to award sale of transit vehicle T-11.** - Director Pedersen stated that advertising began for bids on vehicle T-11 in mid-March with interest from A-Z Bus, MV Transportation, Ft. Bidwell Indian Reservation, and a party in Michigan that saw the advertisement on a transit website. T-11 has met its useful life of over 7 years old and has exceeded 175 thousand miles. This vehicle has experienced a few breakdowns on intercity runs and has had various other minor mechanical issues. The bus still has a useful life to another owner. It is not as dependable as other buses in the fleet. Pursuant to a verification of mileage by Chairman Dederick, Director Pedersen reported that T-11 has just over 175 thousand miles on it. A new bus has been ordered and will be paid for with Regional Surface Transportation Program (RSTP) funds; it should arrive in June or July. This will be a low bus with a ramp instead of steps for ease of boarding and exiting the bus. Vehicles T-12 and T-14 are approaching useful life later this year. They are in good working condition and we plan on keeping them in the fleet a little while longer.

Motion by Board Member Allan to authorize Executive Director to award sale of Transit Vehicle T-11 in accordance with MTA Purchasing Policy and Procedure, or donate vehicle to a social service agency in the event no bids are received, seconded by Board Member Wills. All ayes; motion carried.

- c. **Confirm Fixed Assets Inventory and disposition/surplus of assets** - Systems Manager, Niki Witherspoon, stated that vehicle T-11 should be declared surplus and the Executive Director to be authorized to remove from the fixed assets inventory upon disposal. The Fortinet phones and system equipment have been acquired and should be added to inventory.

Chair Dederick asked if the phone system was functioning well. Director Pedersen reported that our phone system is working well, we recently changed to VoiP service and the monthly costs are lowered over our previous provider. In the event of a power outage, calls can still be received (through Frontier) but we use cell phones to call out. The additional system box being added to inventory is for back-up to avoid the delay of shipping time should the current system fail. We have had the Fortinet phones since late 2013.

Motion by Board Member Allan to approve changes to the Fixed Assets Inventory for the deletion of vehicle T-11 and the addition of Fortinet phones and system, seconded by Board Member Wills. All ayes; motion carried

6. **System Update, Communications and Calendar** - Transit Manager, Cindy Imbach, presented an overview of the charts below stating that the passenger counts have increased in 2015. Mileage has also increased due to extended hours and increased riders on Dial-A-Ride.

a. **System Update**

1. **Sage Stage Operations Report** – Performance statistics (below) are accurate although unaudited.

Month	Passenger Trips			Miles			Fares		
	2016	2015	Change	2016	2015	Change	2016	2015	Change
Jan	1,349	703	↑91.9%	11,750	10,846	↑8.3%	\$5,968	\$5,468	↑9.1%
Feb	1,343	516	↑160.3%	12,454	7,924	↑57.2%	\$5,447	\$3,312	↑64.5%
Mar	1,485	927	↑60.2%	14,306	11,067	↑29.3%	\$6,717	\$5,309	↑26.5%

**2. Revenue Service Miles compared to Fuel Costs.**

<i>Month</i>	<b>Miles</b>			<b>Fuel Cost</b>			<b>Fuel Cost per Mile</b>		
	2016	2015	2014	2016	2015	2014	2016	2015	2014
<b>Jan</b>	11,750	10,846	11,078	\$2,151	\$2,852	\$4,121	.18¢	.26¢	.37¢
<b>Feb</b>	12,454	7,924	8,336	\$1,907	\$1,981	\$3,034	.15¢	.25¢	.36¢
<b>Mar</b>	14,306	11,067	9,166	\$2,803	\$2,897	\$3,605	.19¢	.26¢	.39¢

**3. Ridership - US 395 intercity route by county of origin or destination (O/D) –Operates between Alturas, Susanville and Reno on reservation basis three (3) times per week on Mondays, Wednesdays & Fridays.**

<b>Month</b>	<b>Modoc O/D</b>		<b>Lassen O/D</b>		<b>Total Ridership</b>	
	2016	2015	2016	2015	2016	2015
<b>Jan</b>	50	62	70	75	120	137
<b>Feb</b>	49	27	64	54	113	81
<b>Mar</b>	43	46	88	83	131	129

**4. Ridership - Alturas-Cedarville-Ft. Bidwell - Operates Thursdays by reservation only.**

<b>Month</b>	<b>Cedarville</b>		<b>Ft. Bidwell</b>		<b>Total Route Ridership</b>	
	2016	2015	2016	2015	2016	2015
<b>Jan</b>	2	2	2	6	4	8
<b>Feb</b>	6	0	10	14	16	14
<b>Mar</b>	12	0	18	14	30	14

**Other Information –**

- Board Member Parker mentioned that he had observed a passenger who was unable to be picked up around noon from 4 Corners. Imbach replied that we have been short two drivers and it has been necessary to close for the lunch break on Monday, Wednesday and Friday. This will be a temporary inconvenience until a driver returns from vacation.
- Board Member Wills questioned whether we could work with the Senior Center for rides. Director Pedersen mentioned that Sage Stage has discussed this idea with them and have been told that if their vehicle is unable to serve the seniors they will call Sage Stage. Also, the seniors only need to pay by donation for their bus, of which oftentimes is a quarter. We have a couple regular Sage Stage riders to and from the Senior Center.
- Board Member Parker noted that the Cedarville route has increased in ridership and Transit Manager Imbach mentioned that there have been two regular riders from Ft. Bidwell and a third who often rides from Cedarville to the New Day Academy. We hope to generate more riders with marketing.

- Director Pedersen referred to a copy of Modoc County Board of Supervisors Resolution 16-09 which states that the Board of Supervisors recognizes the Modoc Transportation Agency (MTA) as the sole agency responsible for providing public transportation service operations in Modoc County. This resolution mirrors resolution 16-8 for MCTC as the agencies are considered two separate entities even though there is a joint powers agreement, our legal recommended keeping both agencies separate. Each agency provides independent and separate services in Modoc.
- Director Pedersen mentioned that the Surprise Valley Saturday Market group has requested rides from Alturas to Cedarville every two weeks starting on the 25<sup>th</sup> of June. The first market on June 25 will be a free service and we will use the opportunity to market the Cedarville/Ft. Bidwell route. For further market days, a minimum of two riders will be required to make the run.

**Calendar – consider future dates and events of interest:**

- 04/05/16 MCTC and MTA Regular Meetings
- 05/30/16 MCTC and Sage Stage observed Holiday – Memorial Day – Office closed; no bus service
- 06/07/16 MCTC and MTA regular meetings – Sage Stage Conference Room, 108 S. Main, Alturas, CA
- 07/04/16 MCTC and Sage Stage observed Holiday – 4<sup>th</sup> of July – Office closed; no bus service
- 09/05/16 MCTC and Sage Stage observed Holiday – Labor day – Office closed; no bus service

7. **Adjournment.** Board Member Allan motioned to adjourn meeting at 2:35 p.m.; seconded by Board Member Ray. All ayes; motion carried. The next regular meeting is scheduled June 07, 2016, in the Sage Stage conference room, 108 S. Main Street, Alturas, CA at about 2:15 p.m., following the MCTC meeting.

Submitted by,

Jacquie Dockery  
Office Assistant