



MODOC TRANSPORTATION AGENCY

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

**MINUTES**  
**Regular Meeting**  
**December 3, 2019**

**Board Members Present**

John Dederick, Chair	Representative, City of Alturas
Kathie Rhoads, Vice Chair	Board of Supervisors, District III, Modoc County
Elizabeth Cavasso	Board of Supervisors District IV, Modoc County
Bobby Ray	Mayor, City of Alturas
Jim Wills	County At-Large Member
Danny Parker	City At-Large Member

**Board Members Absent**

Ned Coe (Alternate)	Board of Supervisors, District 1, Modoc County
Cheryl Nelson (Alternate)	Councilmember, City of Alturas

**Staff Present**

Debbie Pedersen	Executive Director
Niki Lemke	Chief Fiscal Officer
Cindy Imbach	Senior Transportation Planner
Michelle Cox	Assistant Secretary 2

**Public Present**

Kathleen Cravens	General Manager, First Transit
Doreen Smith Power	Citizen

1. **Call to Order** – Chair Dederick called the meeting to order at 1:40 p.m. in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.
2. **Public Forum** –There were no public comments.
3. **Confirm Agenda** –Motion by Board Member Rhoads to confirm agenda, seconded by Board Member Wills. All ayes; motion carried.
4. **Consent Agenda**
  - a. Approve minutes from 10/01/19 MTA Regular Meeting.
  - b. Financial Transactions 09/01/19 through 10/31/19.

Summary of Incidental Expenditures:

Vendor	Trans #	Amount	Explanation
Perry’s Automotive	2945	\$ 6,484.28	T17 – Replace High Pressure Injection Pump
Perry’s Automotive	2969	\$ 1,975.02	T17 – Sch A, Replace Reductant Heater & Batteries
Perry’s Automotive	2974	\$ 3,931.23	T18 – Replace Reductant Heater, NOX Sensors & OE Def Pump
Basin Tire	2975	\$ 1,812.00	T14/T18 Tires
Susanville Towing	2979	\$ 800.00	T18 Tow Services to Perry’s

- c. Year-To-Date revenue and expenditure report through 10/31/19.
- d. System Information and Statistics

1. Sage Stage Operations Report – Performance (unaudited statistics).

Month	Passenger Trips			Miles			Fares		
	2019	2018	Change	2019	2018	Change	2019	2018	Change
Sep	1,179	1,029	↑ 14.6%	10,118	9,912	↑ 2.1%	\$4,769	\$4,029	↑ 18.4%
Oct	1,374	1,278	↑ 7.5%	12,400	11,488	↑ 7.9%	\$4,883	\$5,251	↓ 7.01%
Nov	1,106	1,037	↑ 6.7 %	9,494	10,096	↓ 6.0%	\$3,741	\$4,583	↓ 18.4%

2. Revenue Service Miles compared to Fuel Costs.

Month	Miles			Fuel Cost			Fuel Cost per Mile		
	2019	2018	2017	2019	2018	2017	2019	2018	2017
Sep	10,118	9,912	10,549	\$3,420	\$3,085	\$2,729	.30¢	.31¢	.26¢
Oct	12,400	11,488	11,496	\$3,557	\$3,631	\$2,852	.29¢	.32¢	.25¢
Nov	9,494	10,096	10,213	\$2,672	\$2,880	\$2,807	.28 ¢	.29¢	.27¢

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.

Month	Modoc O/D		Lassen O/D		Total Route Ridership	
	2019	2018	2019	2018	2019	2018
Sept	45	41	74	67	119	108
Oct	62	65	65	68	127	133
Nov	43	63	41	47	84	110

Motion by Board Member Ray to approve consent agenda items a through d above, seconded by Board Member Wills. All ayes; motion carried.

**5. Regular Business**

- a. Approval of the Fiscal Year 2018/19 Financial Audit.

Chief Fiscal Officer, Niki Lemke reported that the MTA Fiscal Compliance Audit was completed by Clay Singleton, Singleton/Auman, CPA. There were no major findings.

Motion by Board Member Ray to approved Fiscal Year 2018/19 Compliance Audit, seconded by Board Member Parker. All ayes; motion carried.

- b. Adoption of Resolution 19-05 Designating Signatories for calendar year 2020.

This is an annual resolution that authorizes staff to sign contracts and documents related to funding that MTA administers and receives.

Motion by Board Member Wills to adopt Resolution 19-05 Designating Signatories for calendar year 2020, seconded by Board Member Parker All ayes; motion carried.

d. Appointment of Chair and Vice Chair for 2020.

Motion by Board Member Rhoads to appoint John Dederick as MTA Chairman and Motion by Board Member Ray to appoint Kathie Rhoads as MTA Vice Chair, seconded by Board Member Cavasso. All Ayes; motion carried.

**6. System Update, Communications, and Calendar**

**a. Staff updates**

Terminal Inspection – Senior Transportation Planner, Cindy Imbach reported that the terminal inspections were completed in October. The inspector was very thorough. He found a few issues with the buses, T20 needed new tires and T17 had a small crack on the moreride suspension. All issues were taken care of. He visited us three times and signed off the inspection paperwork.

Modoc County Historical Museum Trip – Cindy Imbach reported the field trip to the Lava Beds and Tulelake Museum was very well attended. A total of 49 people enjoyed the trip. They were very pleased with the use of two of our buses and drivers.

2019 UNMET Transit Needs Surveys – Cindy Imbach stated that annually UNMET Transit Needs are handed out to our passengers. We have received 39 completed surveys so far. We need a few more returned from our intercity passengers to complete our survey.

Sage Stage Free Ride Day – We will have a free ride day on Tuesday December 17, 2019. Free rides will be given to passengers on our local dial a ride service within 10 miles. This will include our Cal Pines passengers.

**b. Other Information**

Calendar – consider future dates and events of interest:

12/24/19 Christmas Eve Holiday – MCTC office is closed – no Sage Stage Bus Service

12/25/19 Christmas Holiday – MCTC office is closed – no Sage Stage Bus Service

12/31/19 New Year’s Eve Holiday – MCTC office is closed – Sage Stage Bus operating

01/01/20 New Year’s Day Holiday – MCTC office is closed – no Sage Stage Bus service

**7. Adjournment**

Motion to adjourn by Board Member Ray at 2:01 p.m.; seconded by Board Member Wills. All ayes, motion carried. The next regular meeting will be Wednesday February 12, 2020, in the Alturas City Council Chambers, 200 W. North Street, Alturas at 2:00 p.m. or soon thereafter.

Submitted by,

Michelle Cox  
Assistant Secretary 2

