



Modoc Transportation Agency

202 West 4th Street
Alturas, California 96101
(916) 233-6422
(916) 233-6424 fax

John G. Pedersen, Executive Director

Board of Directors:
Ron McIntyre, Chairman
Joe Colt, Vice Chairman
Kerry Merwin
James Porter
William Madison
William "Chip" Greene
Larry Pickett, Alternate
Patricia Cantrall, Alternate

Modoc Transportation Agency

MINUTES

October 28, 1997

1. Call to Order - Pledge of Allegiance. The meeting was called to order by Chairman McIntyre at 6:50 p.m. in the Modoc County Board of Supervisors Room, 204 South Court Street, Alturas, California.

Present:

Ron McIntyre, Chairman
Joe Colt, Vice Chairman
Jim Porter
William "Chip" Greene, Jr.
Kerry W. Merwin

Commissioners

Supervisor, District IV, County of Modoc
Supervisor, District II, County of Modoc
Citizen, City of Alturas
Citizen, City of Alturas
Council Member, City of Alturas

Absent:

William Madison
Patricia Cantrall

County Representative Member at Large
Alternate Member, Supervisor District

Staff

Debbie Fogle

Transportation Manager, MCLTC

Public Present

Michael K. Lybarger
Stacy Chace
Dick Richards

Deputy Road Commissioner, County of Modoc
Director of Public Works, City of Alturas
Transportation Planning, Caltrans District 02

2. **Public Forum.** Members of the public may address items, that are directly related to the Commission's responsibilities, that are not on the agenda. The public should not request a decision on the item at this meeting, in compliance with the Brown Act. The Chairman may limit public comment to three minutes per speaker. Public may request an item(s) requiring action be placed on a subsequent agenda, and are encouraged to contact the MCLTC Chairman or Staff for assistance. Vice Chairman Colt noted that there was no public comment. Public Forum. Members of the public may address items, that are directly related to the Board's responsibilities, that are not on the agenda. The public should not request a decision on the item at this meeting, in compliance with the Brown Act. The Chairman may limit public comment to three minutes per speaker. Public may request an item(s) requiring action be placed on a subsequent agenda, and are encouraged to contact the Modoc Transportation Agency Board of Directors Chairman or Staff for assistance. Board Chairman McIntyre noted that no comments were received.

3. **Approve the minutes from the September 2, 1997, Board meeting.** Motion by Board Member Colt, seconded by Board Member Greene, to approve the minutes as presented. All ayes.

4. **Public Hearing 6:30 p.m. or soon thereafter- Review and adopt the 1997/98 fiscal year budget.** Chairman McIntyre opened the Public Hearing requesting public comment.

Debbie Fogle explained that the proposed 1997/98 fiscal year budget is attached. Administration expenses include meeting expenses, publications, legal notices for meetings, marketing, and MTA insurance for the Board and vehicles. The operating and capital plan line items are self explanatory. The carry over represents the farebox collected when DART was in service; those are not MCLTC dollars, they are MTA dollars. The Capital Plan reserve from last fiscal year is included in the MTA budget as well. Board Member Colt asked what the Capital Plan line items were; Debbie Fogle explained that the Capital Plan was for vehicle replacement, bus stop signs, and the logos. Debbie Fogle explained that the insurance may go up or down, dependent upon the quotes received.

Chairman McIntyre asked if there was public comment; there was no public comment. Chairman McIntyre closed the public hearing.

Motion by Member Colt, seconded by Member Merwin, to approve the fiscal year 1997/98 budget as presented. All ayes.

5. **Information regarding the Request for Proposals for the Intercity Services to Susanville and Klamath Falls and the Community Connection Program.** The Request for Proposals for the Intercity and Community Connection transit services were due on October 14, 1997, at 10:00 a.m. One proposal was received and was about \$200,000 over budget; another proposal was received six hours late. It was recommended by County Counsel that the proposals be rejected and re-advertised for a twenty-one day period. Attached is a revised schedule for the re-advertisement of the Request for Proposals.

6. **Review and adopt the Bylaws for the Modoc Transportation Agency.** Debbie Fogle explained that at the September 2, 1997, MTA meeting staff presented the bylaws for the MTA. Attached are the revised bylaws. Minor modifications were made to Section 3.3 and 3.8 to reflect current policies. The bylaws have been forwarded to County Counsel for review and comment.

Chairman McIntyre asked if article 8.2 on page 5 meant that the majority of members are required to be in attendance to vote. Debbie Fogle explained that when an amendment to the bylaws is proposed there is required to be three City members and three County members present, and of the three and three, two of the City members have to vote in favor of the amendment and two County members have to vote in favor of the amendment for the amendment to pass. This clause is pretty standard in the bylaws of other RTPAs; it offers protection to each side if an amendment is being proposed that is more of a benefit to one agency than the other agency.

Motion by Board Member Colt, seconded by Member Porter, to adopt the Bylaws as presented. All ayes.

7. **Review and or award the bids for removing the blue stripes from the four vehicles.** Debbie Fogle stated that the bids to remove the blue stripes from the wheelchair lift and driver's door are attached from Pioneer Auto Body and No Short Cuts Auto Body. Pioneer Auto Body appears to be the low bidder with a total of \$1,417.60 for all four vehicles or \$354.40 each. No Short Cuts Auto Body's bid was \$1,449.04 for all four vehicles or \$362.26

each. Both businesses indicated that their current workload would permit the work to be completed over a three to four week period.

Board Member Colt asked if No Short Cuts knew that the bike racks were not part of the painting bid because they were both submitted together. Debbie Fogle explained that both bids were requested at the same time; Pioneer Auto Body was low bidder for the bike racks and the Executive Director awarded that bid. When the bids were picked up from each, staff asked No Short Cuts about the bid being included on the same estimate. No Short Cuts indicated that the left portion of the estimate was for painting and the right was for the bike rack installation. Staff made it very clear that each bid would be awarded separately; No Short Cuts indicated that their bid was prepared for one vehicle, so we would need to multiply the amount by four.

Motion by Member Colt, seconded by Member Merwin, to award the low bid to Pioneer Auto Body to remove the blue stripes from the driver and wheelchair doors. All ayes. Abstain: Board Member Greene.

8. **Adopt Resolution 97-01 authorizing the Chairman to execute special events contracts.** Debbie Fogle explained that the Transit Development Plan identifies vehicle use for social service providers, vanpool, and special events use. Since the MTA only meets on a monthly basis there may be occasions that a social service use, vanpool use, or special use arises that will not coincide with meeting dates. To enhance the development of these programs staff is requesting that the MTA adopt the attached resolution authorizing the Chairman, and in his absence the Executive Director, to execute contracts/agreements for the social service, vanpool program, and special event uses.

Member Merwin indicated that he would like to see the Vice Chairman have authority to execute the contracts. He stated that it is important to have an elected official execute the contracts because of public funds. Member Colt stated that Special Event Contracts were not public funds because the program is self supporting. Member Porter stated that the program had been working very well in the past with the Chairman or Executive Director executing special events contracts. Member Greene stated that this is an image of the resolution that was repealed from the MCLTC. Member Merwin stated that the resolution was acceptable as presented.

Motion by Board Member Greene, seconded by Member Colt, to adopt Resolution 97-01 authorizing the Chairman to execute special events contracts. All ayes.

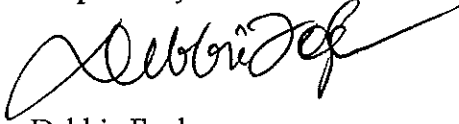
9. **Other Board Matters**

- a) Report on filing the Joint Powers Agreement with the Secretary of State. Staff reported that the Secretary of State filed the Joint Powers Agreement on September 2, 1997; the Modoc Transportation Agency is now authorized to incur debts and liabilities.
- b) Report on Modoc County Historical Society Special Event Use October 11, 1997. Debbie Fogle reported that on October 11, 1997, the Modoc County Historical Society contracted for special event use of three vehicles. They provided rides for 20 members to tour Big Valley and meet at the Adin Community Hall for the Summer/Fall Quarterly meeting; several members also carpooled to the event in Adin. The Historical Society Members toured the 101 Ranch and museum, the Adin Cemetery, Dean Leventon's Blacksmith Shop and the Lookout Cemetery. Dixie Server coordinated the event for the Historical Society and reported that the event was very successful. They would like to lease the vans for future events of this type.
- c) Report on Modoc County Office of Education Special Event Use Contract. Debbie Fogle explained that on September 24, 1997, the Modoc County Office of Education (MCOE)

contracted with for vehicle use to transport two handicapped individuals to school. The MCOE is required to provide transportation to these individuals to be in compliance with State funding. The MCOE is currently renovating a vehicle that they own to accommodate the handicapped students. The MTA vehicle use is a short-term solution for MCOE.

7. There being no further business the Modoc Transportation Agency adjourned the meeting at 7:15 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Debbie Fogle", written in a cursive style.

Debbie Fogle,
Transportation Manager