

**MEETING OF THE PLUMAS COUNTY TRANSPORTATION COMMISSION  
1834 E. Main St., Quincy – COUNTY OF PLUMAS – Tel. 283-6268**

**MINUTES**

**Monday March 29, 2021**

Meeting of the Plumas County Transportation Commission (PCTC) is called to order by Sharon Thrall, Chair, with roll call at 10:30 AM in the Conference Room of the Plumas County Public Works Department.

**1A.** Roll Call was conducted by Jim Graham, Interim Executive Director. PCTC. Commissioners in attendance via teleconferencing are: Sharon Thrall, Susan Scarlett, Phil Oels, Bill Powers, and Jeff Engel. Commissioners attending in person is Greg Hagwood. A quorum is present.

Staff Attendees: John Mannle, Acting Director of Public Works; Jim Graham, Interim Executive Director, PCTC; Carlee Tone, Fiscal & Technical Services Assistant III.

Others in attendance: Kelly McElwain, Transit Manager, Plumas Transit. Others in attendance via teleconferencing: John Maxwell, Caltrans Regional Planning; Kathy Grah, Senior Transportation Planner Regional Planning Caltrans District 2; Clint Burkenpas, Project Manager Caltrans District 2; Dale Widner, Project Manager Caltrans District 2; Kelly Zolotoff, Caltrans District 2, STIP Coordinator; Derek Willis, Office Chief of Program Project Management Caltrans District 2.

**1B. Public Forum – Public**

No comment

**1C. Public Forum: Commissioners**

Bill Powers asks about the schedule for the North Loop project, and the expectations for the A-23 project that is between Dyson Lane and the Sierra County line. John Mannle responded that A23 has not been funded with STIP funds yet but the County is expecting to begin work on crack sealing in the 21/22 fiscal year. Phil Oels wanted to extend the North loop project to include West Street down to Highway 70. John Mannle noted that the City Engineer and City staff should be contacted by the Commissioner. Any changes in project limits and scope can be put up for consideration during the next STIP cycle. Changes to projects in progress will be dependent upon funding availability and existing environmental documents. The STIP fund estimate will not be released until June.

**2. Consideration of draft minutes for PCTC Meeting conducted on February 22, 2021**  
Motion is made by Commissioner Powers, seconded by Commissioner Oels to adopt the minutes of the February 22, 2021. Motion passes 6-0.

**3. Transit Operations Update**

Jim Graham states that the new bus will be arriving today between 12:00 p.m. and 1:00 p.m. and will need some administrative items such as stickers, insurance etc. The Portola transit shelter was vandalized a few weeks ago and is being repaired. We are currently applying for funding through LCTOP to replace the shelter in Quincy across from the Plumas Pines Shopping Center. There is a little bit of money left over and we are also applying for 17 free fare days for FY 21/22 to promote ridership. Jim will be coordinating with Kelly to make those free fare days' work. John Mannle mentioned the Commission will be starting budget season next month and PCTC has five new federal funding budgets for operations that will be spent between now and FY 24/25. John stated Plumas Transit is currently not making the 10% fare box ratio required by the TDA due to Covid-19. The TDA provides a one year grace period to return to the minimum 10%. Plumas Transit will need to increase the ridership. The routes may need to be changed due to the changing enrollment and curriculum at Feather River College. Commissioner Scarlett asked if PCTC could waive the requirement. John Mannle responded that it's a TDA requirement and the State would have to take action to change it.

**4. Resolution No. 21-01 – Authorization for the execution of the certifications and assurances and authorized agent forms for the LCTOP projects.**

Motion is made by Commissioner Oels, seconded by Commissioner Engel to adopt the authorization for the execution of the certifications and assurances and authorized agent for the LCTOP projects. Roll call vote. Motion passes 6-0.

**5. Resolution No. 21-02 – Supplemental Budget Increase for the Bus Stop Construction Projects.**

Motion is made by Commissioner Powers, seconded by Commissioner Hagwood to adopt the budget increase. Roll call vote. Motion passes 6-0.

**6. State Transportation Improvement Program SB 45 Reports.**

Kelly Zolotoff Introduced Clint Burkenpas, and Dale Widner. Clint Burkenpas stated the SB 45 report, Cromberg rehab, additional shoulder widening. SR70/SR89 Feather River Inn project used all funds no increase at the moment. Completion SR70 Cromberg Rehabilitation Project (including the Feather River Inn Intersection) project will be delayed by 2-3 months. The Cromberg project was originally planned to begin in April of 2021 but is now delayed to start possibly in May of 2021. The project will be finished in 2025. Dale Widner spoke on the SB45 Arlington Left-Turn Lane project. The project is currently on schedule and on budget.

**7. Final Financial Audits Submittal by Vazquez & Co. – discussion, analysis and approval of the FY 2019/2020 Commission and the Transit Operators Financial Audits.**

John Mannle notified the Commission that the audits were not complete yet pending the County Auditor's closing out of FY 19/20. The consultant auditor, Vazquez & Co., will complete and send the audits as soon as they receive the information from the County.

Jim Graham suggested a minute order authorizing John Mannle to submit the final audits as soon as they are ready without commissioner's review. Motion is made by Commissioner Scarlett, seconded by Commissioner Oels. Roll call vote. Motion passes 6-0.

**8. Discussion on California Transportation Commission's pending implementation of COVID-19 Response Funding (H.R. 133)**

H.R. 133 will distributes federal funding for use on roadways in the United States. The funding will be distributed in California by two methods - the STIP method and the RSTP method. These funds can be used for current projects and future projects. The STIP portion will need to be programmed into the current 2022 STIP cycle. The Commission will also be receiving funds distributed by the RSTP method (by population). North State Super Region is a collaborative of small rural counties. The NSSR members opinions on the distribution methods varied but all agreed that one method needs to be adopted by the State so there will not be a debate over every piece of federal legislation. Commissioner Thrall asked if this was organization that we pay dues to each year. John Mannle replied that that was correct and that NSSR provides rural county representation at CTC meetings.

**9. Confirmation that the next meeting for PCTC to be schedule for Monday, April 19, 2021 at 1:30 PM.**

**10. Adjournment**