

**MEETING OF THE PLUMAS COUNTY TRANSPORTATION COMMISSION**

1834 E. Main St., Quincy - COUNTY OF PLUMAS - Tel. 283-6268

**MINUTES**

August 19, 2013

Meeting of the Plumas County Transportation Commission (PCTC) opens with roll call at 1:30 p.m. in the Conference Room of the Plumas County Public Works Department.

Commissioners in attendance are: Sharon Thrall, Jon Kennedy, John Larrieu, Susan Scarlett, Juliana Mark and Kevin Goss.

Staff Attendees: John Mannle, Associate Engineer/Transportation Planner, Jim Graham, Senior Planner and Cinda Leonard, Recorder.

Public Attendees included: Aaron Casas, Caltrans; Roy Berlinghoff, PRS; Joe Edwards, CHP; Mimi Hall, Seniors Transportation; Louise Steenkamp, Seniors Transportation

1. **Roll call** is conducted by John Mannle. Five Commissioners are present. Commissioner Mark arrived at 1:40.
- 2A. **Public Forum - Public**  
There were no public comments.
- 2B. **Public Forum - Commissioners**  
There were no comments from the Commissioners.
3. **Approval of Minutes for July 15, 2013**  
Motion by Commissioner Larrieu, seconded by Commissioner Scarlett: to adopt the draft minutes for the July 15, 2013 meeting. Motion passed unanimously.
4. **SSTAC report – Jim Graham**
  - A. Jim Graham addressed the commission in regards to the most recent public outreach meeting in Portola. There were no public attendees present. The County officials in attendance used the meeting time to gather ideas on how to achieve better attendance and ways of meeting the needs that have been previously identified. Jim discussed some of the comments received during the outreach meeting in Greenville and at the Senior Summit held in Quincy. There is a general lack of knowledge of the available programs. There is confusion regarding the available services. There is a hesitancy to utilize services that the potential users are unfamiliar with. A general discussion ensued on the subject.

B. The following is a schedule of the next SSTAC Unmet Needs meetings:

Chester September 12, 2013  
Graeagle September 19, 2013  
Quincy October 10, 2013

C. Jim Graham states that the Unmet Needs meetings are special SSTAC meetings and that SSTAC members should make every effort to attend. The next regular meeting of the SSTAC will be held in October once all of the Unmet Needs meetings have been held.

**5. Consideration of the FY 2013/14 Budget for Seniors Transportation**

John Mannle asks for direction from the Commission in regards to the request from Senior Transit for more funds. John states that revenues are down in the TDA fund and that is the only account that PCTC can use to fund Seniors Transportation. There is general discussion on Senior Transit budget cuts, grant possibilities and route cuts.

Mimi Hall, Seniors Transportation, addresses the Commission. Mimi states that they have already cut the trips to Reno and Chico. Only core services are being provided that include transportation to the Senior Nutrition sites, medical visits and homebound food deliveries.

After more discussion, this item is continued to the next PCTC meeting on September 16, 2013. Staff is directed to provide an update on possible funding solutions at the next meeting.

**6. Resolution 13-15 authorizing expenditure of LTF (Fund 2029A) funds in an amount not to exceed \$1,000 to purchase new updated Plumas Transit bus schedules.**

John Mannle explains to the Commission that there is a need to update and publish new schedules.

Motion by Commissioner Larrieu, seconded by Commissioner Scarlett; to approve expenditures. Motion passed unanimously by all Commissioners.

**7. Resolution 13-16 authorizing expenditure of interest earned on PTMISEA funds (Fund 2029) in an amount not to exceed \$1000 to pay for decals and logo for the new Transit bus**

John Mannle explains to the Commission that this resolution is no longer needed. The invoice for the new Transit bus came in lower than the actual bid, so there are funds to pay this cost without using interest money.

**8. 2014 State Transportation Improvement Program (STIP) Discussion of meetings held with Caltrans Planning Staff and the City of Portola for project needs in the 2014 Regional Improvement Plan**

John Mannle explains the STIP process to the Commission. Existing programmed projects will be reviewed for cost escalation increases.

Caltrans currently has no new State Highway projects proposed for STIP funding at this time. The City of Portola wants to start Phase 1 of the North Loop. Plumas County has programming needs for matching funds for the Graeagle-Johnsville Road Slope Reconstruction project and there is a need for right-of-way acquisition on the Beckwourth -Clover Valley Road Project. Both County projects are a part of the Federal Lands Access Program.

**9. General Plan Update**

John Mannle explains that Bob Perreault wants to keep this item on the agendas. There have been no new updates on the General Plan.

**10. Discussion and consideration of contracting with Smith and Newell for the financial Audits for the Commission and for Plumas Transit for FY 12/13 on a sole source basis**

John Mannle reports that he would like to consult with County Counsel in regards to sole sourcing with the firm Smith and Newell, CPA, to conduct our annual financial audits. John explains that last year the contract was put out to bid and the Commission only received 2 bid packets. Smith and Newell, CPA was awarded the contract. Their accounting firm has done the auditing for the County, PCTC and Plumas Transit for years.

Motion is made by Commissioner Scarlett to seek award of a sole source contract for financial audits with Smith and Newell, CPA, seconded by Commissioner Larrieu; Motion passed unanimously by the Commission.

**11. Resolution 13-17 authorizing payment of RPA funds (\$1,000) as annual dues to Rural Counties Task Force as defined in the 2013/14 OWP budget**

John explains to the Commission that the annual dues to the Task Force help send a delegate to the Meetings to represent rural counties like Plumas.

After finding some discrepancies on the resolution, the decision is made to continue this item to the next PCTC meeting in September.

**12. Report on the schedule to receive the new Plumas Transit bus funded with PTMISEA funds**

Roy Berlinghoff, PRS, reports that the new bus is here and is available for the Commissions inspection. The Commission will tour the bus after this meeting's adjournment.

**13. Next Meeting**

The Commissioners confirmed that the next meeting date will be Monday, September 16, 2013 at 1:30 pm.

**14. Adjournment**

Chair Sherrie Thrall adjourns the meeting at 2:38 pm.

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Robert Perreault, Jr., Interim Executive Director

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Date