

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

**MINUTES**

March 19, 2012

Meeting of the Plumas County Transportation Commission (PCTC) open with roll call at 1:30 p.m. in the Conference Room of the Plumas County Public Works Department, Commissioners in attendance are: John Larrieu, Sharon Thrall, Dan Wilson, Susan Scarlett and Jon Kennedy. Robert Meacher was absent.

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

Public Attendees included: Jimmy LaPlante, Plumas Rural Services, Eric Orr and Fred Lenhart, Caltrans and Jack Blomquist, CHP, John Kolb, Public Works.

1a. Public Forum. Public

Fred Lenhart, Caltrans, introduces himself to the Commission. Mr. Lenhart is attending in place of Aaron Cabaccang, Caltrans.

Jim Graham, Senior Planner, reports on the application for the proposed Safe Routes to School which proposes to add sidewalks in the vicinity of SR 70 and Mill Creek Road. It will be submitted to the state in April along with letters of support from the school district.

Assistant Engineer, John Kolb reports on an outreach and consultation meeting with the Plumas Unified School District Superintendent and Principals from various school sites. Mr. Kolb reports that the project received unanimous support from the Superintendent and the Principals in attendance.

John Mannle advises the Commission on the Form 700 reports. Each Commissioner needs to fill out the form and return it to the Public Works office. The Commissioners were given the website for the form.

1b. Public Forum. Commissioners

There being no comment from the Commissioners, Chairman Larrieu moves to item 2.

2. Approval of Minutes for February 6, 2012.

Motion to approve by Commissioner Wilson, seconded by Commissioner Thrall with unanimous vote.

3. Update on STIP and the CTC's Staff Recommendations.

John Mannle reports that the CTC staff A-15 Phase 2 project was not recommended for

State-only funds. (SOF). He will discuss this further with CTC and Caltrans staff because the road is not Federal-Aid route and therefore must use State-only funds.

4. Caltrans SB45 Quarterly Report for STIP projects on the State Highway System  
Eric Orr, Caltrans distributes a map with the list of Highway projects in Plumas County by Year. There is general discussion on the Project map.
5. Public Works Projects Status report to Indian Valley CSD.  
John Kolb reports that he and Dave Keller, Community Development Commissioner, will be attending the IVCSD's Board meeting in April. They will be submitting a report on the Status of the SR89 project.  
Eric Orr, Caltrans, adds that Caltrans and the IVCSD need maintenance agreements for the street lighting, sidewalks, etc.
6. Draft Overall Work Program (OWP) for FY 2012/13  
John Mannle explains the OWP to the Commissioners. He states that it has been submitted to Caltrans and they will distribute it to various Divisions for their comments before returning it to PCTC.
7. Resolution 12-5 authorizing the transfer of LTF contingency funds to the overhead account in the OWP fund as recommended in the adopted OWP for 2011/12.  
Motion is made by Commissioner Wilson, Seconded by Commissioner Kennedy with unanimous votes of approval.
8. Letter of Request from Quincy Fire Department in regards to the use of a retired transit bus  
After much discussion on the idea of letting the QFD use the bus, it is decided that Jim Graham, Senior Planner, will draft a letter to each of the Fire Districts in Plumas County requesting their input on whether they would be interested in the bus. The results will be discussed at the next PCTC meeting in April.
9. Draft RFQ for the Triennial Audits for fiscal years 2009-12 for PCTC, Plumas Transit and Seniors Transportation. There is also an RFP for the financial Audits for the current fiscal year.  
John Mannle gives an overview of the requests for the Commissioners. The Request for Qualifications is for the 3 year performance audit that is due at the end of the fiscal year. The Request for Proposal is for the annual financial Audit for PCTC. John explains that these requests are the first drafts and any input by the Commissioners is welcome. There was no comment from the Commissioners at this time.
10. The next meeting of the PCTC will be held on April 16, 2012. Adjournment at 2:33 p.m.



Robert Perreault, Jr., Executive Director

APRIL 16, 2012

Date