

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

**MINUTES**

Monday, March 19, 2018

Meeting of the Plumas County Transportation Commission (PCTC) is called to order by Vice Chairman Bill Powers with roll call at 1:28 pm in the Conference Room of the Plumas County Public Works Department.

**1A. Roll Call** is conducted by John Mannle

Commissioners in attendance are: Bill Powers, Michael Sanchez, Susan Scarlett, Lori Simpson, Phil Oels and Sherrie Thrall. A quorum is present.

Staff Attendees: John Mannle, Assistant Director; Jim Graham, Senior Environmental Planner; Angelique Pluff, Fiscal Technician; Amanda Higgins, Recording Secretary.

Others in Attendance: John Maxwell, Caltrans; Stacey Barnes, Caltrans; Kelly McElwain, Plumas Transit;

**1B. Public Forum – Public**

No comments

**1C. Public Forum: Commissioners**

No comments

**2. Appointment of Chair for the Transportation Commission.**

Motion made by Commissioner Oels, seconded by Commissioner Scarlett to appoint Bill Powers as the new Chair.

Motion made by Commissioner Sanchez, seconded by Commissioner Simpson to appoint Sherrie Thrall as the new Vice Chair,

**3. Consideration of Draft Minutes for PCTC Meeting Conducted on February 26, 2018**

Motion is made by Commissioner Simpson, seconded by Commissioner Oels, to adopt the minutes of the February 26, 2018 meeting. Roll call vote, motion passes 6-0.

**4. Final Financial Audits Submittal by Nigro & Nigro. Discussion, analysis and approval of FY 2016/17 Financial Audits**

The commissioners questioned the findings from Nigro & Nigro's 2016/17 Financial Audit Report. John Mannle explained that most of the accounting issues were with account (2029) and over the course of the year there had been incorrect journal entries as well as hiring and training new staff. There have been problems between PCTC accounting staff and the Auditor's accounting staff with making the transactions come out correctly. Motion is made by Commissioner Simpson, seconded by Commissioner Thrall to approve the 2016/2017 Financial Audits and send to the State Controller's Office. Motion passes 6-0

**5. Resolution 18-02 TDA Allocation Request for Purchase of a New Bus with Local Transportation Funds and PTMISEA Funds**

John Mannle provided information on the new 2018, 16 passenger bus for Quincy, with a quote of (\$95,717.00). Requesting that PCTC allocate (\$49,000.00) in Local Transportation Funds to the County of Plumas for the new bus purchase. Motion is made by Commissioner Thrall, seconded by Commissioner Oels to approve Resolution 18-02. Motion passes 6-0.

**6. Low Carbon Transit Operations Program (LCTOP) Call for Projects**

Jim Graham informed the commission that PCTC staff has applied for funding through the LCTOP program to purchase and construct a new bus shelter in Portola at the intersection of South Gullings and State Route 70, near the K & S Market. The new bus shelter in Portola will cost (\$25,491.00).

**6A. Resolution 18-03 Authorizing the Purchase of a new bus shelter in Portola.**

Motion is made by Commissioner Simpson, seconded by Commissioner Sanchez, to adopt Resolution 18-03 authorizing the purchase of the Portola bus shelter. Motion Passes 6-0

**6B. Resolution 18-04 Authorizing the Execution of the Certification and Assurances**

Motion is made by Commissioner Simpson, seconded by Commissioner Sanchez, to Adopt Resolution 18-04 authorizing the execution of Certification and Assurances. Motion passes 6-0

**7. Caltrans Projects in Plumas County- Status Report**

Stacey Barnes provided a map that identifies 2018 Projects in construction, projects in design for 2017-18 and 2018-19 and projects in planning for 2020. Lake Almanor Bridge Replacement work is to begin 5/1/18. Yellow Creek Bridge Replacement construction anticipated to begin first week of April 2018. Spring Garden Bridge Rehabilitation demolition of eastbound lane is to begin the first week of April 2018. Hamilton Branch Bridge Replacement bridge work is done and final paving will be completed in the spring.

**8. PCTC Next Meeting**

The meeting is scheduled for Monday, April 16, 2018 at 1:30 PM

**12. Adjournment.**

Meeting adjourned at 1:55 PM

  
John Mannle, Assistant Director

Date: 5/21/18