

THE COAST RTA-WACCAMAW RTA BOARD OF DIRECTORS MEETING  
WEDNESDAY, MAY 31, 2017  
9:30 AM

**Board Present:** Joseph Lazzara  
Marvin Keene  
Darrell Eickhoff  
Katharine D'Angelo  
Bernard Silverman  
Deb Gasque  
Rob Sheehan  
Lillie Jean Johnson  
Sid Blackwelder  
Ivory Wilson

**Staff Present:** Brian Piascik, General Manager/CEO  
Ron Prater, CFO  
Doug Herriott, Transportation Manager  
Michelle Cantey, PIO

**Visitors:** Nicholas Twigg, Citizen

**In accordance with the Freedom of Information Act (FOIA), the 2017 meeting schedule was provided to the press at the beginning of the 2017 calendar year, stating the date, time and location. In addition, notice of this meeting was provided to the press and stakeholders, stating the date, time, and location on May 29, 2017.**

**CALL TO ORDER:** Mr. Lazzara called the meeting to order at 9:33 AM and welcomed everyone.

**INVOCATION/PLEDGE OF ALLEGIANCE:** Dr. Sheehan gave the invocation and the Pledge of Allegiance was recited

**ROLL CALL/ANNOUNCEMENT OF QUORUM:** Roll call was taken. A quorum was present.

**ACKNOWLEDGEMENT OF VISITORS:** Nicholas Twigg

**PUBLIC COMMENT:** (3-minute limit) None

**EMPLOYEE RECOGNITION:** Mr. Piascik invited board members to join us for our annual Employee Appreciation Day cookout June 16, 2017 noon until 6:00 PM

**APPROVAL OF MINUTES:**

There was a motion and a second to approve the minutes from the April board meeting. A voice vote was taken; no nays being heard, the minutes were approved.

## COMMITTEE REPORTS

**SERVICE/PAC COMMITTEE:** It was announced that the Entertainment Shuttle began running Tuesday after Memorial Day. The route in Myrtle Beach will be adjusted slightly during the Country Music Festival, as we will not be able to travel on 9<sup>th</sup> Avenue North.

Dr. Sheehan asked for an update from Michelle regarding Brittain Resorts. She also has a client she's working with for advertising, but she prefers not to say who it is until the contract is signed. There was a discussion regarding the sale of passes.

There was discussion that we need to visit North Myrtle Beach and discuss the possibility of getting service in that area. Mr. Piascik will notify the board when a meeting has been scheduled.

We're operating one (1) mechanic down at this time. We have a candidate from a car dealership, but there's a \$2.00 difference in pay. We're going to begin having mechanics go for different levels of certifications. We are having to send some repairs out, due to time constraints. Once we get the new buses, we should see a decrease in costs. We're down to 32 vehicles and when the four (4) new ones come in, four (4) go out, which leaves our spare ratio the same. We may replace the green and white trolley.

**GENERAL MANAGER'S REPORT:** Mr. Piascik gave the board and update on the Triennial; also, the overstating of local funding in the budget right now. A project listing was distributed to give the board an idea as to where each project stands. The report will be updated and distributed monthly. More details regarding the bus stop signs project will be available after Mr. Piascik has met with AECOM. Dr. Sheehan asked if we'll be having to stop traffic in certain areas to install bus stop signs. Mr. Piascik shared that plans for this type of situation is part of the vendor's safety plan. We will be outsourcing payroll – add to the list of projects, which is listed according to department. Regarding the hot water heater for the transit center, we'll be installing a tank-less water heater; we have hot water going only to the sink.

Regarding Bus Stop Enunciation, we have it set up, we just have to get the amplification problem fixed. We're getting a new system sent to us. Once that's done and working, it will be rolled out.

The Entertainment Shuttle began Tuesday after Memorial Day. We may have to begin charging for the service next year. This year, we asked the Chamber for \$25,000 but did not receive it. Charging a fare changes the dynamic of the service. Collecting fares will slow it down. Mr. Piascik offered that some businesses have expressed interest in advertising on the trolley. It's really a matter of timing in getting to them prior to their budgets being set for the upcoming year.

Mr. Piascik updated the board regarding DBE (Disadvantaged Business Enterprises) as relates to how we report it and our goal. Our goal has been 1% for several years. There's a process businesses are required to go through in order to be registered as a DBE with the State. We receive an updated DBE list from the State on a weekly basis.

EEO Goal Monitoring – we’ve been keeping the stats. We actually meet our goals, we just need to monitor them better and close the loop.

There were some minor findings in Finance and Maintenance, which should all be closed when we receive the report.

Fleet update – the trollies are being operated open-air; we have three (3) Gilligs and one (1) NABI bus down at this time. New Flyers are in production. Tom Burda is going to the factory to inspect them while they’re on the line. We’re ordering two more (2) cutaways (5310) and we’re using 5339 money to procure two to three (2-3) 24’ cutaways.

**FINANCE COMMITTEE:** Dr. Keene shared that the committee met and reviewed the financials and talked about cash requirements. We looked at the credit card statements. There was a question regarding a \$91,000 check to City of Myrtle Beach, which is for the transfer center. We pay them and then we get it back. There was also one for \$4,000 for City of Conway. The committee members didn’t receive the spreadsheet showing the detail for the credit card charges.

We’ve overstated local funding by a sixth quarter (\$405,000) in the FY2018 budget; however, Mr. Piascik believes it to be fixable. There will be a 2% Pension increase July 1<sup>st</sup> (\$20,000 - \$25,000). Also, an increase in Operations Expense.

There was discussion of each of the three (3) resolutions prior to their being presented to the board for approval.

**APPROVAL OF RESOLUTIONS:** Ms. Nobles read the following resolutions into the record:

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
RESOLUTION NO. MAY2017-12**

**APPROVAL OF REVISIONS TO PROCUREMENT MANUAL**

A motion of the Board of the Waccamaw Regional Transportation Authority to revise the Procurement Manual as suggested during the Financial Management Oversight (FMO) and Triennial.

It was pointed out that in “Background” section, line 4, “Attachments has been revised” change to “Attachments have been revised”. Edit was made and again presented for approval. There was a motion and a second to approve the resolution. There was no further discussion. A voice vote was taken; no nays being heard, the resolution passed.

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
RESOLUTION NO. MAY2017-13**

**APPROVAL TO ALLOW THE FINANCE COMMITTEE TO ACCEPT THE MAY FINANCIALS**

A motion of the Board of the Waccamaw Regional Transportation Authority allowing the Finance Committee to accept the May financials due to timing issue for submitting invoice to Horry County to receive funds.

There was a motion and a second to approve the resolution. There was no further discussion. A voice vote was taken; no nays being heard, the resolution passed.

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
RESOLUTION NO. MAY2017-14**

**AUTHORIZATION FOR BOARD CHAIRMAN TO EXECUTE HORRY  
COUNTY FUNDING AGREEMENTS**

A motion of the Board of the Waccamaw Regional Transportation Authority authorizing the Chairman of the Board to execute the FY18 Funding Agreements with Horry County.

There was a motion and a second to approve the resolution. There was no further discussion. A voice vote was taken; no nays being heard, the resolution passed.

**EXECUTIVE SESSION:** None

**OLD BUSINESS:** We reviewed the By-Laws showing the proposed changes. Everyone was in agreement as to making the changes. Revised By-Laws will be distributed at the June Board Meeting. In order to give everyone an opportunity to review them, the Board will vote in July as to whether or not to accept the changes.

**NEW BUSINESS:** Mr. Silverman nominated Darrell Eickhoff for Board Vice-Chair. Due to having only one (1) candidate for the position, there was a motion and a second to suspend the By-Laws. A voice vote was taken; no nays being heard, the motion passed.

There was a motion and a second that Darrell Eickhoff be elected Board Vice-Chair. A voice vote was taken; no nays being heard, the motion passed.

There was a motion and a second to restore the By-Laws. A voice vote was taken; no nays being heard, the motion passed.

**ANNOUNCEMENTS:** None

**ADJOURNMENT:** It was properly moved and seconded that the Board adjourn. A voice vote was taken. No nays being heard, the meeting was adjourned at 12:15 PM.