

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
d/b/a THE COAST RTA
REGULAR BOARD OF DIRECTORS MEETING
THURSDAY, FEBRUARY 27, 2020
11:00 AM

Board Present: Darrell Eickhoff
Dr. Marvin Keene
Joseph Lazzara
Katharine D'Angelo
Lillie Jean Johnson
Bernard Silverman

Staff Present: Brian Piascik, General Manager/CEO
Ron Prater, Chief Financial Officer
Lynette Nobles, Board Liaison
Doug Herriott, Transportation Manager
Tasheeda Bellamy, Street Supervisor

Visitors: Chris Dabbs, New Flyer
Jim Wiles, Citizen

In accordance with the Freedom of Information Act (FOIA), the 2020 meeting schedule was provided to the press at the beginning of the 2020 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 February 25, 2020.

CALL TO ORDER: Chairman Eickhoff called the meeting to order at 11:00 AM and welcomed everyone.

INVOCATION/PLEDGE OF ALLEGIANCE: Mr. Eickhoff gave the invocation and the Pledge of Allegiance was recited

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

APPROVAL OF CONSENT AGENDA

- RESOLUTION FEB2020-01 AUTHORIZATION TO REQUEST FY21 FUNDING FROM LOCAL GOVERNMENTS
- RESOLUTION FEB2020-02 AUTHORIZATION TO REQUEST FY21 5311 AND SMTF FUNDS FROM SCDOT
- RESOLUTION FEB2020-03 AUTHORIZATION TO REQUEST FY21 5307 FUNDS FROM FTA

There was a motion by Mr. Lazzara and a second by Dr. Keene to approve the Consent Agenda. A

voice vote was taken; no nays being heard, the motion passed.

APPROVAL OF AGENDA – There was a motion by Mr. Silverman and a second by Ms. Johnson that the agenda be approved. A voice vote was taken; no nays being heard, the motion passed.

ACKNOWLEDGEMENT OF VISITORS: Chris Dabbs, Regional Sales Manager, New Flyer, thanked Mr. Piascik and the board for having him attend. Jim Wiles, citizen and lobbyist. We went around the table and everyone introduced themselves.

PUBLIC COMMENT: None

EMPLOYEE RECOGNITION: Mr. Piascik recognized Tasheeda Bellamy and announced that she has been promoted to Street Supervisor. She came from Customer Service.

APPROVAL OF AGENDA: There was a motion by Mr. Silverman and a second by Ms. Johnson to approve the agenda. A voice vote was taken; no nays being heard, the agenda was approved.

APPROVAL OF MINUTES: There was a motion by Mr. Lazzara and a second by Dr. Keene to approve the minutes from the December board meeting. A voice vote was taken; no nays being heard, the minutes were approved.

COMMITTEE REPORTS

SERVICE/PAC COMMITTEE REPORT: Ms. Johnson began by saying that it's a shame Ms. D'Angelo is not present to hear the first announcement regarding the pilot shuttle in North Myrtle Beach. She then asked Mr. Piascik to elaborate. He began by saying that it's not a completely done deal. They have had their budget retreat and we have not gotten the go-ahead from them. It's important that we don't get out in front of their process. We've had great meetings, provided a tour, with several city council members present, and Ms. D'Angelo also attended. It was a very positive experience and this is something the City wants to pursue. Mr. Silverman asked if Mr. Piascik has spoken to the Transportation Committee or Horry County Council about starting new service. Mr. Piascik said that he wants to make certain that we are doing it before broaching the subject with them. He doesn't feel it will be an issue. It will be on the docket for the next Transportation Committee.

We had a meeting with SCDOT last week regarding the signs at certain locations in Georgetown and have gotten conditional go-ahead. We still have to run them through county staff. The next step will be them issuing us a task order and then begin putting them in. It could happen this summer, at least the urban portion of Route 16; Lynch Street up the Waccamaw Neck. Then we'll come back and get the rural part. The rural part will be a challenge. We're going to see if SCDOT will allow us to place a pre-sign, like a yellow sign that shows bus stop ahead, so the driver knows there's a stop ahead. What may cause a problem is that they are doing some traffic-management along the Surfside Beach portion of US 17, so we're trying to incorporate our stop location into what they're doing. That's maybe five (5) or six (6) of the 60-65 locations we're looking at. It's going to be an on-going change. SCDOT has been amenable to letting us look at their plans before construction starts and there may be opportunities to squeeze in a bus pull-off in some of these high-traffic, high-speed areas. We're

gotten to that table now, which is important. We're advertising on the buses, our app, and our website. The majority of the signs in Myrtle Beach are done.

We have to get back down to Georgetown. Councilman Carolina is frustrated with the speed at which we're doing this. We have to continue this conversation. It's a little difficult because we don't know what's going on with the county at the staff level. Mr. Piascik would still like to go talk with City of Georgetown. He will let Mr. Lazzara know when, in order for him to accompany him to the meeting. He also wants to meet with the City of Andrews. We have about \$100,000 in additional 5311 funds that kick in July 1, which could partially fund a new route down there. We have to figure out where that route will go, which has challenges. We certainly don't want to start a route and then have to pull it.

We also talked about the Safety Plan update. Looking at our statistics, we're a pretty safe system. We are beginning a heightened look at safety, with a new training program for our drivers. We finished our first group yesterday with Defensive Driving. We got good feedback from attendees. Mr. Smith is also working on our agency Safety Plan Update, which is a federal requirement, due this summer. Mr. Silverman asked if we have considered the Coronavirus; do we have masks and gloves and training. Do we need that? Mr. Piascik said that we haven't thought about it; however, in our Blood-borne Pathogens training for our drivers, we have gloves and masks and kits on all buses.

Mr. Piascik was in a meeting with City of Myrtle Beach staff earlier today, looking at circulation issues in downtown, especially sidewalk opportunities that connect Kings Highway with Ocean Boulevard, where our bus service is. They're looking at those projects and wanting us to weigh in on priorities; 7th Avenue South, 3rd Avenue South has a lot of pedestrian facilities and has the most accidents at 3rd Avenue South. Mr. Joe White Avenue, 38 Avenue North, 29 Avenue North, and up north where there are no signals and it's hard for pedestrians to cross. Part of that process is looking to place a few extra shelters. We haven't identified placement locations; Myrtle Beach has 12 shelters to place for us. We'd really like to have one (1) at Home Depot/Walmart, but there's an issue with Home Depot and the dimensions of the sidewalk. The other priority is around the schools and Pepper Geddings. We're moving forward with the Entertainment Shuttle as usual. We're up against a pretty hefty public safety budget.

FINANCE COMMITTEE REPORT: Dr. Keene began by saying there was a discussion on salaries regarding the vacation buy-out. Mr. Piascik shared that a portion of the overage was also due to overtime from being short of drivers. Per Mr. Prater, there will be a vacation accrual adjustment which will result in the numbers falling more in line. The change in policy regarding vacation time has been made in the Employee Handbook, of which new handbooks were distributed to employees during State of the Coast. There are a couple of things impacting a budget revision; a new accounting software package and a new program to track blanket purchase orders and grants. Sage is \$4900/yr. plus tech support where the new system will be approximately \$9000, which includes tech support. We're going to change our web site provider – the new provider is a DBE. We'll probably get the money from the Advertising budget. The CNB loan is down to \$101,000 and we should have it paid off by the end of the year. Going over the Cash Requirements, we pulled forward some 5307 money to get us over the hump, so technically we had about \$800,000 identified in the FY20 pot of money and we pulled \$280,000 of that in FY19. We're going to do the same as we did last year.

In July, money will be a little tight, but not in the red. We get the payment from Horry County the middle of July. All of our grants are overmatched. The money is there, it's just a matter of timing. Looking at Cash, we have paid all of the bills for the buses, so we are still waiting for \$160,000 from the COG and \$100,000 from the county. We finally got rid of the International buses! Mr. Wilson asked about the \$6,000 for lighting in facility maintenance. Mr. Piascik replied that we had to do some rewiring and added some additional lighting. The Transfer Center is cleaned twice daily. Dr. Keene shared that we've begun discussion regarding changes to our fare structure. We are going to get the transit planner from WRCOG to come and talk with us about assisting us with our fare structure.

GENERAL MANAGER'S REPORT: New Flyers are on the road. We're working on getting transit squared away. Mr. Piascik will be on the radio 99.5 FM with Dave Priest tomorrow morning; Stop Annunciation, we're getting the geo-fencing redone March 3-5, so we should be restarting our service the week after. Mr. Piascik gave the same presentation to the chamber board of directors that he gave at the Lieutenant Governor's Symposium. He was very pleased with the attendance of the Symposium.

Mr. Eickhoff asked Mr. Piascik to review page 6 in the By-Laws.

APPROVAL OF RESOLUTIONS:

➤ **RESOLUTION FEB2020-04 ACCEPTANCE OF REVISED BY-LAWS**

The minor change(s) were reviewed. There was a motion and a second to accept the revised By-Laws. A voice vote was taken; no nays being heard, the revised By-Laws were accepted.

OLD BUSINESS: None

NEW BUSINESS: Master Project File – Mr. Eickhoff suggests going over the project list and categorizing A (6 months), B (second half of the year), and C. The board will give feedback as to what they want him to work on. Each month, Mr. Piascik will give an update on items in Category A. Items may be added at any time the board wishes. This is board tasking to Mr. Piascik. Ms. Johnson would like to see the newsletter by a quarterly document and distributed to press, stakeholders, and businesses. This list is not meant to include everything Mr. Piascik works on.

EXECUTIVE SESSION: There was a motion and a second to enter into Executive Session to discuss a legal matter. A voice vote was taken; no nays being heard, the board entered into Executive Session at 12:45 PM.

There was a motion and a second to close Executive Session. A voice vote was taken; no nays being heard, the board closed Executive Session at 12:50 PM, with no votes being taken and no decisions made.

ANNOUNCEMENTS: None

ADJOURNMENT: There was a motion and a second that the meeting be adjourned. A voice vote was taken. No nays being heard, the meeting was adjourned at 12:55 PM.