

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
d/b/a THE COAST RTA  
REGULAR BOARD OF DIRECTORS MEETING  
WEDNESDAY, JUNE 26, 2019  
9:30 AM

**Board Present:** Dr. Rob Sheehan  
Darrell Eickhoff  
Joseph Lazzara  
Bernard Silverman  
Ivory Wilson  
Marvin Keene  
Katharine D'Angelo  
Randal Wallace  
Heather Edwards (via Go to Meeting)

**Staff Present:** Brian Piascik, General Manager/CEO  
Ron Prater, Chief Financial Officer  
Michelle Cantey, Public Information Officer  
Lynette Nobles, Board Liaison

**Visitors:** Charles Perry, Horry Independent

In accordance with the Freedom of Information Act (FOIA), the 2019 meeting schedule was provided to the press at the beginning of the 2019 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 June 24, 2019.

**CALL TO ORDER:** Dr. Sheehan called the meeting to order at 9:35 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:** Charles Perry

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

**EMPLOYEE RECOGNITION:**

**APPROVAL OF AGENDA:** There was a motion and a second to revise the agenda to add Revision to the By-Laws under Old Business. A voice vote was taken; no nays being heard, the revised agenda was approved.

**APPROVAL OF MINUTES:** There was a motion and a second to approve the minutes from the April board meeting. There was a motion and a second to approve the minutes from the May board meeting.

### **COMMITTEE REPORTS**

**SERVICE/PAC COMMITTEE:** The majority of the meeting was spent going over the Bus Stop Designation Program. Route 10 is completely installed, with the exception of one stop of US 501 near Seaboard Street. We have a couple that are damaged. We're working on procedures to go out and fix one that's damaged on Hwy. 15. Repairs are not part of the contract. The contractor will repair them and submit a separate invoice. AECOM made a great presentation to the committee showing the process they go through before placing the signs. We are about to submit 15N and 15S to the City of Myrtle Beach and SCDOT and should begin putting those up in the next month or so, which is about 65 signs. We have some work to do at the airport. Dr. Sheehan stated that he would like to know the labor cost of repairing one of the signs. Mr. Piascik said that he will get the presentation slides and distribute them to the members of the board.

An update on Georgetown County, Mr. Piascik is on the agenda for July council meeting. The idea is to discuss the path forward to adding service at some point, including funding and where we need to serve. We're not going to put any service out there that we cannot support long term. We will also be asking them to support our facility due diligence project with local match funding from the capital funding they gave us last year (approximately \$200,000).

Mr. Silverman shared that out in front of the building looks much better. Also, should we have to repair any of the bus stop signs, he hopes that we do that sooner rather than later.

**FINANCE COMMITTEE:** Dr. Keene called the board's attention to the fact that the approved budget revisions are included in the financials. The only concern he has is in the cash requirements. Mr. Piascik reviewed the FY19 Budget Revision pointing out that the areas, in which there were changes, are highlighted. (A copy of the budget revision is part of the board packet). Every dollar coming into the Authority is considered regional money, of which some is capital money. The fuel management system will assist us in better tracking fuel usage. Some of the system will stay with the current building. Our current system is manual, and when someone enters the wrong number, it will not give us correct figures. We are working to obtain the system through state procurement. It was suggested by Dr. Sheehan that we routinely update and revise our budget annually, in June.

The purpose of the budget revision was to accommodate the \$100,000 (5311 rural program) less in state funding than we were expecting. We are ahead \$46,000 in road use fee proceeds from Horry County and a little bit ahead in Georgetown (approximately \$6,000) that we will see in July. The budget for Fare Revenue was reduced to \$495,000 (a \$20,000 reduction), primarily due to the hurricane. The capital program has changed; there was a small increase in the amount of local funds that we're using for capital (approximately \$12,000 - \$15,000). A resolution will be presented for board approval, to accept the budget revision, later in this meeting.

Compensation Plan was pushed to the July Finance Committee meeting. Service/PAC will not meet in July. There will be no board meeting in July.

**GENERAL MANAGER'S REPORT:** Fleet Update: we had a number of buses go down just as we began the Entertainment Shuttle the day after Memorial Day. (A copy of the report was distributed to each of the board members.) We have one (1) trolley operating on the Entertainment Shuttle and one (1) bus. Our two (2) New Flyer buses will be manufactured in Anniston, Alabama. We expect them in December. We have a transit that we purchased with the last of the previous GSATS grant. We have three (3) long cutaways on order now. We were just awarded a new 5310 grant from GSATS to purchase two (2) more transits. Dr. Sheehan asked that Mr. Piascik update the Vehicle Status Report for the August board meeting.

Mr. Piascik is waiting for the letter from FTA regarding disposal of the two (2) buses from the FMO.

There was a Business Continuity/Succession Plan meeting. A list of items to be addressed was developed. Mr. Smith will be attending training to bring back some information to the committee in August.

Mr. Piascik gave a slide show presentation regarding fare box revenue.

Mr. Piascik reported that we have released an RFQ (Request for Qualification) for the development of our facilities and we have asked the consultants to weigh in on exactly how we should evaluate the RFQ packages. Dr. Sheehan asked about the legality of asking the consultants how we should evaluate. Mr. Piascik shared that the process is completely open; everything we do is published. This process has been vetted with FTA.

Mr. Piascik will be on vacation the week of July 4<sup>th</sup>. Should you need anything, please contact Ron, Tom, or Doug.

**APPROVAL OF RESOLUTIONS:**

Ms. Nobles read the following into the record:

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
RESOLUTION NO. JUN2019-8**

**APPROVAL OF FY2019 BUDGET REVISION**

A motion of the Board of the Waccamaw Regional Transportation Authority to approve the FY2019 Budget Revision for the period October 1, 2018 to September 30, 2019.

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

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY  
RESOLUTION NO. JUN2019-9**

**AUTHORIZATION TO PURCHASE TWO (2) FORD TRANSIT  
CONVERSION VANS THROUGH SECTION 5310 GSATS  
FUNDING**

A motion of the Board of the Waccamaw Regional Transportation Authority authorizing the General Manager/Secretary Treasurer to purchase two (2) Ford Transit Conversion vans through Grand Strand Area Transportation Study (GSATS) Section 5310 Large Urban funding.

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

**EXECUTIVE SESSION:** None

**OLD BUSINESS:** It was proposed that Article VII, Item k, be revised to read “review annually and have the board review.....” There was a motion and a second to table the By-Laws revision until the August board meeting.

**NEW BUSINESS:** Dr. Sheehan suggested that when a board member becomes aware of any news item, that board member should forward the information to either Mr. Piascik or Ms. Cantey and have the board chair to forward the information to the full board. Mr. Piascik added that all e-mails sent by board members are subject to FOIA. A Communication Policy will be discussed in the Service/PAC Committee meeting in August.

**ANNOUNCEMENTS:** There were no announcements.

**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 11:00 A.M.