

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
d/b/a THE COAST RTA
REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, JANUARY 30, 2019
9:00 AM

Board Present: Dr. Rob Sheehan
Darrell Eickhoff
Joseph Lazzara
Bernard Silverman
Ivory Wilson
Katharine D'Angelo
Randal Wallace
Dr. Marvin Keene

Staff Present: Brian Piascik, General Manager/CEO
Lynette Nobles, Executive Assistant/Board Liaison
Ron Prater, Chief Financial Officer
Michelle Cantey, PIO

Visitors: Steve Perry, Horry Independent

In accordance with the Freedom of Information Act (FOIA), the 2018 meeting schedule was provided to the press at the beginning of the 2018 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 January 28, 2019.

CALL TO ORDER: Dr. Sheehan called the meeting to order at 9:14 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: Steve Perry, Horry Independent

PUBLIC COMMENT: (3-minute limit): None

EMPLOYEE RECOGNITION: Mr. Piascik awarded the Employee of the Year 2018 to Ms. Michelle Cantey. Dr. Sheehan expressed the board's appreciation to Ms. Cantey.

APPROVAL OF CONSENT AGENDA: There was a motion and a second to approve the consent agenda. A voice vote was taken; no nays being heard, the consent agenda was approved.

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

APPROVAL OF MINUTES: There was a motion and a second 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: There was no meeting in January. Mr. Silverman asked about AECOM being late on the Bus Stop Signs project. Mr. Piascik responded that City of Myrtle Beach has approved 12 locations; there are problems with SCDOT on Highway 501, inside the by-pass. The permitting process has been more difficult than anticipated.

FINANCE COMMITTEE: The committee met and discussed the December financials. A budget revision is probable, at some point. Mr. Piascik shared that in the November financials (Page 2), there's a lot of red (Salaries & Benefits). Revenue from Fares is down 17.6%. A good chunk of that is because of the hurricane in October, when we didn't operate for a few days. Fuel was another; there's lag time between purchasing and pricing. In December, you'll see that move in the right direction. One other is Facility Maintenance, you'll see that we spent \$26,000, which a good amount of that was to replace the floor in the Ivory Wilson Transfer Center. The audit has asked us to move \$17,000 of that expense back into FY18. You should see that reflected in the December financials. Mr. Piascik will have data for the next committee meetings regarding fare box maintenance and the number of free rides. Telephone expense is up; could be one-time fee for setting up recording calls in Customer Service. We received \$486,000 from Horry County, when we were expecting \$440,000. We have three (3) draws to submit for reimbursement and we should be okay until we receive the next quarterly payment April 15th. Horry County has been very supportive in getting us paid. On the Balance Sheet, Accounts Payable, \$40,000 was for Ecolane and we purchased the forklift. We've paid \$7500 to Conway National Bank monthly and will be paying additionally whenever possible to get this paid off as soon as possible. We received \$140,000 yesterday (January 29th), putting our Cash at approximately \$600,000.

Mr. Silverman asked if we have heard from other municipalities regarding service and are we working on a plan. Mr. Piascik said that we have not heard from other municipalities and "yes", we are working on a plan.

GENERAL MANAGER'S REPORT: Regarding the audit, we had a couple of hick-ups with inventory and Strovis. We should have the final audit in March. We had problems getting correct W-2 forms; they were sent out three (3) times. Mr. Piascik shared that he is excited about the new Demand Response scheduling software (Ecolane). Dr. Sheehan asked how we go about informing the public about the Loris and Bucksport routes. Mr. Piascik said that we may need to hold some public meetings.

Our NTD Report is due January 31st and we will get our information in timely. Mr. Piascik invited board members to attend our local Rodeo, February 23rd at Myrtle Beach Speedway to determine who

will represent us in the TASC Roadeo in Clemson. Maintenance Software bid opening is coming up and Mr. Burda and Ms. Brown are handling that.

The Myrtle Beach Area Chamber of Commerce has a bus trip to Columbia to meet with legislators the same day as our February board meeting. Should you wish to attend, you must register by February 20th.

Mr. Silverman asked about the By-Laws regarding the Compensation Plan. Mr. Piascik and Mr. Prater will work on that. Ms. D'Angelo shared that it's approaching time to review and make any changes to the By-Laws. Mr. Silverman asked if Mr. Piascik is on the agenda for the Transportation Committee meeting. Mr. Piascik said that he is not, at this time; however, he will attend the meeting regardless.

APPROVAL OF RESOLUTIONS: The following resolutions were approved per the Consent Agenda.

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. JAN19-01**

**AUTHORIZED SIGNERS ON WACCAMAW REGIONAL TRANSPORTATION
AUTHORITY'S ACCOUNT AT THE CONWAY NATIONAL BANK**

A motion of the Board of the Waccamaw Regional Transportation Authority authorizing the General Manager/Secretary Treasurer to submit a Corporate Authorization Resolution to The Conway National Bank to list the following: GM/Secretary/Treasurer; Chairman of the Board of Directors; Vice-Chairman; Alternate Board Member; Board Liaison; Transportation Manager; and, Transportation Service Planner as authorized signers on the Waccamaw Regional Transportation Authority's account.

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. JAN2019-02**

**AUTHORIZATION TO REQUEST FY20 FUNDING FROM
LOCAL GOVERNMENTS**

A motion of the Board of Directors for the Waccamaw Regional Transportation Authority to authorize the General Manager/Secretary Treasurer to request FY20 funding from local governments.

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. JAN2019-03**

**AUTHORIZATION TO FILE FY20 GRANT APPLICATIONS
WITH SCDOT**

A motion of the Board of Directors for the Waccamaw Regional Transportation Authority to authorize the General Manager/Secretary Treasurer to file grant applications with SCDOT for FY20 FTA §5311 and State Mass Transit Funds (SMTF).

**WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
RESOLUTION NO. JAN2019-4**

**AUTHORIZATION TO FILE FY19 AMENDMENT & FY20 GRANT
APPLICATIONS WITH THE FEDERAL TRANSIT
ADMINISTRATION**

A motion of the Board of Directors for the Waccamaw Regional Transportation Authority to authorize the General Manager/Secretary Treasurer to file grant applications with FTA for FY19 & FY20 FTA §5307.

EXECUTIVE SESSION: There was a motion and a second that the board go into Executive Session at 10:30 AM to discuss a personnel matter. A voice vote was taken; no nays being heard, the motion passed. There was a motion and a second to come out of Executive Session at 10:56 AM. A voice vote was taken; no nays being heard, the motion passed.

During Executive Session, no votes were taken and no decisions were made.

OLD BUSINESS:

NEW BUSINESS: In order to align with our fiscal year, nominations for Board Vice-Chair will be taken in August, election will be in September, and the current Vice-Chair will become the Chairman of the Board effective October 1.

Dr. Sheehan made a motion to prepare a memo to Ms. Bellamy in Human Resources, giving Mr. Piascik, General Manager/CEO a 1.5% pay increase retroactive to October 1, 2018 and a 3.5% increase retroactive to January 1, 2019. There was a second to the motion. A voice vote was taken; no nays being heard, the motion was approved. Ms. Nobles will prepare a draft document for submission to Dr. Sheehan.

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 10:59 A.M.