

WACCAMAW REGIONAL TRANSPORTATION AUTHORITY
d/b/a THE COAST RTA
REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, MARCH 28, 2018
10:00 AM

Board Present: Dr. Rob Sheehan
Joseph Lazzara
Bernard Silverman
Lillie Jean Johnson
Dr. Marvin Keene
Sid Blackwelder
Mickey James

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

Visitors: Nicolas Twigg, Citizen (late arrival)

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 March 26, 2018.

CALL TO ORDER: Dr. Sheehan called the meeting to order at 10:00 AM and welcomed everyone.

INVOCATION/PLEDGE OF ALLEGIANCE: Mr. James 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)

EMPLOYEE RECOGNITION: Mr. Piascik recognized the following employees for their contribution to having the first-ever clean audit with no findings and no comments: Ron Prater, CFO; Cathy Hennessy, Accounts Receivable; Dani Osborne, Accounts Payable; Kevin Parks, Procurement; Pamela Bellamy, Human Resources; Tom Burda, Maintenance; Candace Brown, Materials Controls; Brandon Mason, Parts; Tom Arends, IT. Board members spoke to each of the employees and shook their hand,

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

APPROVAL OF MINUTES:

There was a motion (Mr. Lazzara) and a second (Mr. James) to approve the minutes from the February board meeting. A voice vote was taken; no nays being heard, the minutes were approved.

COMMITTEE REPORTS

SERVICE/PAC COMMITTEE: No meeting in March. Mr. Piascik shared that information is forthcoming regarding the Entertainment Shuttle for the summer and more on the code of conduct at the April 11th meeting. Information regarding the Loris and Bucksport routes will be presented in the April 11th meeting. Mr. Silverman had a question regarding signs and the progress on that project meeting deadlines. An update will be given in Service-PAC in April. He also asked about the announcement system. There was discussion regarding announcements of next stops being given prior to the stop to give riders time to prepare in lieu of when the bus is at the stop. Dr. Sheehan mentioned that a board member should attend the GSATS meetings. If he is unable to attend, Mr. Eickhoff will. The next GSATS Planning Committee meeting is Friday, May 4, 2018 at 10:00 AM.

FINANCE COMMITTEE: Dr. Keene reported that the committee met and discussed the February financials. The committee talked about the Maintenance Salaries & Benefits figure on Page 2 of the financials, and that has settled down now. We are now painting our own vehicles in house and are able to bill the labor to local funding from Horry County. Dr. Sheehan mentioned to Mr. Piascik that he is certainly in agreement to giving a bonus at any time for out-of-the-box thinking. Mr. Lazzara mentioned that he has a problem with pulling someone off their regular duties to repaint the buses in house. Mr. Piascik explained that he is not being pulled from other duties in order to do the painting of the buses. It would cost at least \$25,000 to send a bus out to be re-painted. Having a spare bus staged at the Transfer Center has been a tremendous help in saving time when a bus breaks down and has to be replaced. Dr. Sheehan proposed holding Finance Committee meetings prior to the board meeting on a regular basis. We needed more space for backups, so we purchased space in the Cloud. Dr. Sheehan thanked Mr. Prater for giving an answer to questions that board members can understand. The next item discussed was the Interest Expense, which we asked Mr. Prater, last month, to pull out and make another line item. It shows being over budget because it wasn't in the budget. Dr. Keene then called attention to the Cash Requirements, pages 8 and 8a. Our real target date of concern will be in the summer. We go negative in June right now. Mr. Piascik explained that the change in funding mechanism (how the County funds us) represents two (2) budget hits. One (1) is basically a \$263,000 reduction in local funds in FY18 for us because we're not getting that first-quarter payment in July. Mr. Piascik first said that for FY19, we're only going to see about a \$500,000 increase because we'll see only three-quarters of the Road-Use fee in our FY19. Then, he changed that and said that's a good thing. There was discussion as to ways we might handle the situation. The County has to collect the Road-Use Fee before they can pay us.

GENERAL MANAGER'S REPORT: Mr. Piascik began his report by saying that we have two (2) new cutaways coming from a GSATS grant from last year (5310). We should be getting those delivered within the next few weeks. They are replacing two (2) Goshens. Our Paransit fleet will be

seven (7). Next, we are looking at a smaller vehicle called “Transit” on a Ford chassis; 9-passenger vehicle. Two full-size cutaways will be here in a couple of weeks. There is new Bus and Bus Facilities grant money coming out. The money coming from the feds is ideal for a new facility. Hopefully, there will be a second round of that. There’s \$800,000 in a grant at FTA and we’ll use money from Georgetown County as local match. There’s enough money to do four (4) site evaluations; Maintenance facility, and passenger facilities in Conway, Myrtle Beach, and Georgetown. We need to do our due diligence. The federal infrastructure grants are for shovel-ready projects, so we need to do all of our planning in order to be ready. We need to maintain a presence in Conway. We have expressed the desire to work with City of Conway in their development of property along the riverfront. An example would be having an office on the ground floor of the parking garage they build. It was suggested that Mr. Piascik talk with Jim Apple, Burroughs & Chapin regarding B&C property in Myrtle Beach. We’re working out with the state about getting a new fork lift. We’ve been paying \$2,000 a month to rent a fork lift. Mr. Piascik filled the board in as to the progress with the bus stop project as relates to feedback from the municipality planning departments. FMO is closed out, with the exception of the two (2) International buses. Mr. Piascik would like to replace the trolleys with buses. Discussion ensued regarding preference of trolleys or buses on Entertainment Shuttle. We are coordinating bids for software at the request of SCDOT. The bid opening is April 19, 2018 at noon. Mr. Piascik met with the transportation person at Coastal Carolina. Board Retreat is Saturday, April 21, 2018 and the board meeting is scheduled for April 25, 2018. It was decided to combine the April board meeting with the board retreat on Saturday, April 21, 2018. The meeting/retreat is being held in the Conference Room located at 1418 Third Avenue in Conway, SC. Dr. Sheehan will get with Mr. Piascik with items for the retreat agenda. We have modified both the Employee Handbook and we are bringing back the Drivers’ Manual, which has also been modified. Dr. Sheehan suggested that we add a procedure for calling attention to times of the year when accidents increase and breakdowns increase, which could bring those numbers down. He also suggested that a current employee may show some interest in filling the Safety position. It was asked if the Authority has a wellness program (exercising), and if not, consider having one.

APPROVAL OF RESOLUTIONS: NONE

EXECUTIVE SESSION: NONE

OLD BUSINESS: Planning for the retreat. Ms. Nobles stated that the board meeting and the retreat have been combined on the calendar for April 21, 2018 and the board meeting showing on April 25th was deleted. Snacks and coffee will be available in the morning; however, no lunch will be provided.

NEW BUSINESS: None

ANNOUNCEMENTS: Mr. James mentioned that he has been asked for input on Brad Dean’s replacement at the Myrtle Beach Chamber and asked what the board would like to see in that person.

ADJOURNMENT: There was a motion and a second that the Board adjourn. A voice vote was taken. No nays being heard, the meeting was adjourned at 11:31 AM.