

REGULAR MEETING OF THE LASSEN TRANSIT SERVICE AGENCY

November 8th, 2010

(1) CONVENE:

LTSA's Regular Meeting convened at 1:03 PM by Commissioner Hanson in the Board of Supervisors Room at 707 Nevada Street, Susanville, CA 96130.

Commissioners Present: Dahle, Chapman, Hanson, McDonald, DeBoer and Sayers

Commissioners Absent: Chapman

Others Present: Times, Dan Newton, Marcelino Gonzales, Jim Uruburu, Eric Orr and Coleen Holwig

- 1.1 Agenda Approval: Additions and deletions. Agenda is unanimously approved on a first by Dahle, second by Sayers.
- 1.2 Minutes Approval: Minutes from the July 12, 2010 meeting were not approved for lack of quorum.
- 1.3 Minutes Approval: Minutes of the September 13, 2010 meeting were unanimously approved on a first by Dahle, second by Sayers with Keefer abstaining.

(2) CORRESPONDENCE/PUBLIC COMMENT

- 2.1 Correspondence: None
- 2.2 Public Comment: Stan Bales, BLM, thanks the Commissioners for the Saturday Bus schedule for Bike the Bizz.

(3) NEW BUSINESS:

- 3.1 "Stuff the Bus" Holiday Food Drive Campaign: Colleen Hollweg, MV, discusses the "Stuff the Bus" holiday food drive concept. On a first by Dahle, second by McDonald and unanimously approved to 1) Receive presentation from LRB operator on the "Stuff the Bus" holiday food drive concept. 2) Adopt project. 3) Provide directions to operator/staff. Colleen states that drive will take place on November 19th, 2010.
- 3.2 Engineering Services Contractor Selection: On a first by Keefer, second by Sayers and unanimously passed to 1) Receive proposals for engineering services. 2) Approve award to Dokken Engineering in the amount not-to-exceed \$59,710 and authorize Executive Director to sign Agreement upon approval of County Counsel.

(4) OTHER BUSINESS

4.1 Reports by Executive Director and Staff:

- Report on progress to date regarding the Wal-Mart Bus Stop. Dan Douglas states that the temporary bus stop needs improvements. Engineering needs to be done and presented to Walmart for hopefully a 50/50 split on the permanent location of the bus stop. Walmart will not approve moving the bus stop back into the parking lot, states Dan.

Dan Newton, City Engineer, states that the location in front of the garden center will not be a good location because of the high volume of traffic on Riverside Drive.

Dan Douglas states that hand sanitizers will be installed on the buses.

4.2 **Report by Lassen rural Bus General Manager/Staff:**

- Report on LRB activity – Colleen Hollweg, MV, states the drivers have had 823 injury free days and 43,161 miles of accident free days of driving. Chester run is ongoing, states Colleen.
- Report on maintenance activity of the LBR transit fleet - Jim Uruburu, MV, Maintenance Supervisor, states that the air conditioning is a part of heating service so it will be combined. Jim states that Bus 4 is deteriorating and will be kept for parts. Van for Senior's is to be approved by the Commission.

4.3 **Matters brought forth by the Agency: None**

4.4 **Set date for the next Regular Agency meeting for January 10th, 2011.**

4.5 **Adjourn:** 1:36 PM