



## **FACILITIES & EQUIPMENT COMMITTEE MEETING MINUTES**

**April 5, 2017**

A Facilities and Equipment Committee Meeting was conducted at 11:20 a.m. on April 5, 2017 at the Area Transportation Authority in Johnsonburg, PA.

Attendees at the meeting were:

Harry Whiteman, Chairman, Facilities & Equipment Committee  
Richard Castonguay, Facilities & Equipment Committee Member  
Anthony Viglione, ATA Board Member

Coletta Corioso, ATA Chief Financial Officer  
Dessa Chittester, ATA Chief Operating Officer  
Debbie Addeo, ATA Administrative Secretary

John Todd, Rhett Kennedy and Ken Wingo were not present at the meeting. Notification of their absence was given prior to the meeting.

ATA Facilities & Equipment Chairman, Harry Whiteman called the meeting to order. Coletta Corioso reviewed items on the agenda to the Committee.

### **Consolidated Capital Application 16/17 Approved Projects**

Coletta presented a handout of the CCA Projects for FY 2016-2017 that have been approved to the Committee members (copy attached).

Coletta stated that we received approval on our Capital grant Application for FY 2017. She also gave an update on projects that have been approved for funding:

- Replacement for Twelve (12) Sprinter Vans
- Two (2) Mobile Lifts
- Johnsonburg Bus Driveway
- Repaving - Bradford Parking Lot
- Johnsonburg Cleanout Pit & Façade Repairs

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- Furniture Replacement (primarily for Bradford and purchasing chairs for Customer Service & Call Center personnel)

The total cost for these projects is \$1,604,250.

The projects that had been submitted but did not get funded were:

- DuBois Facility Project
- Feasibility Study for Coudersport

### **Consolidated Capital Application 17/18 Proposed Projects**

A handout of the Capital Projects Request for FY 2018 and the New Capital Items for the regional Transportation Improvement Plan (TIP) to the Committee members was distributed (copy attached).

A detailed review of the following proposed projects included in the CCA FY 2018 was provided:

- Vehicle Replacements – five ATA BOC vehicles and three DuFAST BOC vehicles
- Gillig Mid-Life Repairs – ATA & DuFAST vehicles
- Facility Improvements – Canopies for transit centers, purchase of land for parking lot in Punxsutawney, Kane parking and garage repairs, computer room HVAC upgrade, Johnson Controls upgrade, Bradford floor replacement (office),
- Equipment – hardware for Ecolane implementation; parts washer and fall Protection system for Johnsonburg
- Federal funds to match the CFA award for the Bradford Transit Center for Phase I (which includes preliminary engineering, relocation, land acquisition, demolition and site prep).

The formal RFP for the Gillig Repair Project will be released in the next two weeks.

Dick Castonguay stated that there are two facilities located in Franklin, PA that specialize in fall protection equipment.

Coletta also remarked that the feasibility study could be funded under our operating budget for FY18 under consulting services and for this reason was not included in the capital request.

**Parking Lot –Punxsutawney**

Coletta reported that the owner of a bar business (Cookies) next door to our Punxsutawney facility has been trying to sell his property. He was selling the property and the liquor license together and found a buyer. The buyer is only interested in the liquor license and approached ATA to see if we were interested in buying the property to use as a parking lot. The buyer of Cookies offered to demolish the building, clean and gravel the lot for \$110,000.

Coletta stated that since we do not have a grant for the purchase of land, she would write a letter to Danielle Spila requesting a Letter of No Prejudice from PennDOT.

Dick Castonguay made a motion as a committee to recommend that the Board approve these projects as presented. Harry Whiteman seconded the motion.

**Other Items for Discussion**

At 11:58 a.m., with no further business a motion to adjourn the meeting was made Dick Castonguay. Harry Whiteman seconded the motion.