
AMADOR TRANSIT (AT) MINUTES
April 4, 2024 – 11:05 a.m.
ACTC Board Room-117 Valley View Way Sutter Creek, CA 95685

The Amador Transit Board of Directors met on the above date, and the following proceedings were had, to wit:

Present on Roll Call:

Patrick Crew- Board of Supervisors, Chairman
Steve McLean- City of Jackson, Vice Chairman
Susan Bragstad- City of Amador City
Richard Forster-Board of Supervisors
John Plasse-Citizen at Large

Absent:

Dan Riordan-City of Sutter Creek

Also Present:

Patricia Maggie Amarant, AT General Manager
John Gedney, ACTC Executive Director
Felicia Bridges, ACTC Administrative Analyst/Recording Clerk

AGENDA:

Motion: It was moved by Director Forster, seconded by Director Plasse, and carried to approve the agenda.

Ayes: Crew, McLean, Bragstad, Forster, Plasse

Noes: None

Absent: Riordan

PUBLIC MATTERS NOT ON THE AGENDA: None

CONSENT AGENDA (Items 1-8):

#4. Vehicle Maintenance Report, February 2024: Director Forster stated, regarding bus #301 (diesel), a line item states “ *Drove bus 42 miles to burn off particulate filter at \$0.00*, however, there is a cost (fuel cost) incurred and that amount should be included. Director Forster then asked what is the status of bus #504 (diesel), as the report states it is out of service again with the same issue. Ms. Amarant responded that the hesitation issue is still not resolved. The bus has been to Delta and is currently in Sacramento to get a second opinion. Director Forster asked if Delta felt like the issue was resolved when it was returned to AT. Ms. Amarant replied that the issue occurred when Delta evaluated it. As such, this led to Delta determining there was no further issue. However, when AT got the bus back it continued to hesitate. She noted she is not sure if elevation has something to do with it. Director Forster commented that the bus should go back to Delta, at their cost, as it was not fixed previously as they thought. Ms. Amarant stated if these issues continue staff may ask to have the bus disposed. She noted, as an aside, one (1) of the new buses ordered in 2022 has been delivered to AT. Director Forster emphasized this bus should be taken back to Delta to be fixed, as they said it was fixed but is not.

#5. Performance Report, February 2024: Director Plasse stated under #9. General Manager Report, the staff report describes the issue that was discussed at the last AT board meeting with the decrease in operating costs for the month of January was due to the payroll expense not being included in the data but is now shown in this month's summary (\$190,804). However, the same issue appears to be shown for the month of February (\$139,614). Ms. Amarant stated the payroll cutoff date is the 25th of each month, and sometimes that falls during the week the AT agenda packet is being prepared. When that happens, there is not enough time to complete payroll and include that data in the agenda packet. Director Plasse asked when that occurs, if staff could provide a revised performance report that shows the accurate information, the same way staff provides a revised claims list on the day of the board meeting. Ms. Amarant replied yes.

Motion: It was moved by Director Forster, seconded by Director Bragstad, and carried to approve the Consent Agenda.

Ayes: Crew, McLean, Bragstad, Forster, Plasse
 Noes: None
 Absent: Bragstad

#9. AT General Manager Report (informational only): Ms. Amarant reiterated, as previously discussed in the Consent Agenda, she will provide a revised Performance Report when there are occurrences that prevent all data from being included in the report.

REGULAR AGENDA ITEMS:

#10. Review, Discuss, and possible direction or approval of revised MOU with Amador OES regarding transportation services due to extreme weather conditions: Ms. Amarant reviewed her staff report. Chairman Crew stated there was a clarification, at the Board of Supervisors (BOS) level, that this MOU went back as there are no designated heating/cooling centers. Director Plasse stated there are no signatures from the BOS on the MOU, only from the BOS legal counsel. Ms. Amarant stated she misunderstood and was told it was presented to the BOS. She stated it was explained that there is a designated warming/cooling center that, most times, is either located at the Italian Picnic Grounds or the Fairgrounds in Plymouth. She continued this is in the event a locality offers this service. Chairman Crew stated the BOS asked to have a list of locations provided, as the concern was AT transporting passengers to a center, and the center potentially closed upon arrival. Ms. Amarant commented that it was noted they would not offer the service then if the center is not open. Director Plasse stated this MOU does not address services for seniors, but rather for the homeless population. It seems more about transporting people that are homeless to these centers and spending taxpayer dollars to do so. Director Forster noted passengers could be left stranded if they are dropped off on a Friday as there are no transportation services on the weekend. Ms. Amarant stated she will take this MOU back to Sheriff Girton for further review and clarification as she thought the document stated the centers would be open until 6:30/7:00 p.m. (AT service hours) but it does not. Director Forster stated this seems more like a decision for the BOS rather than ACTC. Ms. Amarant stated she will take this MOU back to the Sheriff for revisions and have the document provided to the BOS.

#11. Approve Monthly Claims List: Director Forster noted to include the additional fuel charge as discussed in Consent Agenda item #4. Ms. Amarant replied that will most likely be updated under wages for the mechanic. Director Plasse commented it should be under wages of fuel costs.

Motion: It was moved by Director Forster, seconded by Director Plasse, and carried to approve the claims list.

Ayes: Crew, McLean, Bragstad, Forster, Plasse
Noes: None
Absent: Riordan

FUTURE AGENDA ITEMS:

- MOU with OES for additional review
- Annual Fiscal & Compliance Audit
- Unmet Transit Needs Process
- Update on bus #504-continued

ADJOURNMENT:

At 11:23 a.m. the Chairman adjourned the regular meeting to Thursday, May 2, 2024, at 9:00 a.m. at 117 Valley View Way, Sutter Creek, CA 95685.

Patrick Crew, Chairman
Amador Transit

ATTEST:

Recording Clerk

Note: Copies of referenced documents are available at the AT and ACTC offices.