

**SIERRA COUNTY TRANSPORTATION COMMISSION**  
**P. O. BOX 98 – DOWNIEVILLE, CALIFORNIA 95936**

**COMMISSIONERS**

*PETER W. HUEBNER –CHAIRMAN*  
*PAUL ROEN*  
*SHARON DRYDEN*  
*JOY MARKUM*

*DARLENE RIEDE -VICE CHAIR*  
*NANCY ROGERS*  
*VACANCY – TRANSIT MEMBER*  
*JAMES BEARD, ALTERNATE*

**WEDNESDAY**  
**FEBRUARY 19, 2020**  
**10:00 A.M.**

**SIERRAVILLE SCHOOL**  
**305 SOUTH LINCOLN**  
**SIERRAVILLE, CALIFORNIA**

**MINUTES**

**1. CALL TO ORDER AND ROLL CALL:**

The meeting was called to order at 10:01 a.m. by Chairman Nancy Rogers.

**Roll Call**

Commissioners Present: Huebner; Dryden; Roen; Riede, Rogers

Commissioners Absent: Markum

A Quorum was established.

Staff Present: Miriam Dines, Executive Secretary; Bryan Davey, Transportation Planner; Tim Beals, Executive Director

Also Present: Jon Lahann, Transit Coordinator, Golden Rays Senior Citizens

**2. PLEDGE OF ALLEGIANCE:** Led by Commissioner Rogers

**3. APPROVAL OF AGENDA:**

**Commission Action: Commissioner Roen moved to approve the agenda; seconded by Commissioner Huebner. Motion was carried unanimously by acclamation.**

**4. APPROVAL OF MINUTES:**

A necessary correction was noted in the minutes for November 22, 2019.

**Commission Action: Commissioner Roen moved to approve the minutes of November 22, 2019 as corrected; seconded by Commissioner Huebner. Motion was carried unanimously by acclamation.**

**5. ELECTION OF 2020 CHAIR:** Commissioner Roen nominated Commissioner Huebner to serve as Chairperson for 2020; Commissioner Riede seconded. The motion was carried by unanimously by roll call.

Commissioner Huebner assumed the Chair.

6. **ELECTION OF 2020 VICE-CHAIR:** Commissioner Roen nominated Commissioner Riede to serve as Vice-Chairperson for 2020; Commissioner Rogers seconded. The motion was carried unanimously by acclamation.
7. **ANNOUNCEMENTS:** No Announcements were given
8. **PUBLIC COMMENT:** No public comment was given.
9. **SPECIAL RECOGNITION:** Miriam Dines reported that she did not contact Mrs. Moore prior to the meeting and the consensus of the Commission was to hold over the special recognition until the next meeting.
10. **TRANSIT ISSUES**

Mr. Davey reported on the mid-year estimate of the transit fund which is provided by the Sierra County Auditor in accordance with the requirements of the Transportation Development Act. This information is necessary in order to advise the transit providers as to available funding for the next year. Reporting on the current state of transit funds Mr. Davey explained that there is currently a negative balance in State Transit Assistance (STA) (-\$1,075.00) due to the purchase of the new vans. With the next allocation of STA and the State of Good Repair Funds (SGR) it is anticipated that it will increase to a balance of \$24,000. The Local Transportation Fund (LTF) year end balance will be \$54,789. It is anticipated that revenues for the transit program will total \$133,000 in Fiscal Year 2021. Although it is running in a slight deficit, staff is recommending that the SCTC advise the transit providers that \$108,000.00, is available for transit for the upcoming fiscal year. Mr. Davey supplied the updated transit funding spreadsheet which is attached hereto as Exhibit 1.

A brief discussion ensued about the funding for the transit providers before a motion approving the staff recommended was presented.

**Commission Action: Commissioner Dryden made a motion to approve the amount of funding available to the transit providers for the 2021 Fiscal Year at \$108,000.00; seconded by Commissioner Roen. Motion was carried unanimously by roll call.**

Mr. Davey reported that the new mini-van for the Golden Rays has been delivered and that the bus for the Incorporated Seniors will be in within the next month or two.

The Commission, by consensus, directed that the surplus of the two vehicles that are going out of service be on the next agenda for formal action.

Mr. Davey discussed the upcoming, required Unmet Transit Needs Public Hearing and the requirement of a 45-day public notice period. By consensus the hearing was scheduled for 10:10 a.m. on Wednesday, May 20, 2020.

Miriam Dines addressed the purpose of the SSTAC (Social Services Transportation Advisory Council) and requested approval of the roster as presented as well as authorization to solicit new members as needed. This was approved by consensus of the Commission.

## 8. OVERALL WORK PROGRAM

Mr. Davey reports that work under the OWP is proceeding as usual and that the current invoicing to Caltrans needs to be done. The budget as of this date is on track. The big focus of the current fiscal year has been the Regional Transportation Plan.

#### 9. PLANNING, PROGRAMMING AND MONITORING

Mr. Davey explained that these are the annual funds that are available through Caltrans for Planning, Programming and Monitoring transportation projects. The \$27,000 in funding represents a proportionate ratio of annual State Transportation Improvement Program (STIP) funds for the administrative work related to the STIP.

**Commission Action: Commissioner Huebner moved to adopt a resolution approving the agreement for STIP Planning, Program, & Monitoring Program Fund Transfer Agreement for fiscal year 2018/2019; seconded by Commissioner Moore. Motion was carried unanimously by roll call. Agreement 2018-05.**

Due to the timed item for the RTP, and the fact that the public hearing was scheduled for 10:30 a.m. agenda items were addressed out of in a different sequence.

13. **CALTRANS REPORTS:** No Caltrans representative was present. Mr. Beals stated that he will be initiating a letter to Caltrans regarding the lack of attendance.

The **Draft 2020 SHOPP** was discussed. Mr. Davey reported that there is one project within Sierra County on the SHOPP Project List, that being a project to stabilize the cut slope and erosion, and mitigate falling rock on the section of Interstate 80 1.3 miles east of the Sierra County Line.

Commissioner Riede inquired as to who takes care of the parking lot at the Little Truckee Summit, and it was explained that it is a County Road until the end of the parking lot. Ms. Riede noted that it desperately needs surfacing and patching. Mr. Beals explained that there is a larger re-development in the works with the USDA Forest Service so the County has been holding off.

14. **AUDITS:** Mr. Davey presented the *Sierra County Transportation Commission Financial Statements along with the Independent Auditor's Report for the year ending June 30, 2019* and well as the *Sierra County Transit Fund Financial Statements together with Independent Auditors Report for the year ending June 30, 2019*. He explained that there had been no audit exceptions. The following Commission action was taken:

**Commission Action: Commissioner Roen moved to approve the *Sierra County Transit Fund Financial Statements together with Independent Auditors Report for the year ending June 30, 2019* as presented; seconded by Commissioner Riede. Motion was carried unanimously by roll call.**

And

**Commission Action: Commissioner Roen moved to approve the *Sierra County Transportation Commission Financial Statements along with the Independent Auditor's Report for the year ending June 30, 2019* as presented; seconded by Commissioner Rogers. Motion was carried unanimously by roll call.**

#### 12. REGIONAL TRANSPORTATION PLAN

At 10:30 a.m. Chairman Huebner opened the public hearing on the 2020 Regional Transportation Plan and Proposed Initial Study. There being no public input the hearing was closed at 10:32 a.m.

As the plan had been presented at the last meeting of the SCTC, and having no significant revisions, a motion to approved was offered.

**Commission Action: Commissioner Roen made a motion to adopt a resolution adopting the 2020 Regional Transportation Plan, including adoption of the Initial Study and Negative Declaration; Seconded by Commissioner Dryden. Motion was carried unanimously by roll call.**

**15. ADMINISTRATIVE CONSIDERATION**

As there were no applicants for membership on the SCTC the item is carried over to the next meeting.

**16. TRANSPORTATION ISSUES AND PROJECT STATUS REPORTS**

**Bridge Projects Update:** Mr. Davey reported that he had hoped to go to construction this season for the Salmon Lake Road Bridge and the Packer Lake Road Bridge, however right of way hasn't been certified yet and construction funds cannot be programmed until the right of way is certified. If it is done in the next month (March) there is a slim chance that we could go to construction this year. The Plumbago Creek Bridge is still in Environmental. There is no right of way issue there. It could turn out that all three bridges will go to construction the following year at the same time.

**Speed Feedback Signs Update:** Mr. Davey reports that he believed that the speed feedback sign on A-23 coming into Sattley was installed yesterday. He is also waiting on parts to repair the old solar panels for the flashing sign on Beckwith Street.

**Pedestrian Concerns:** No update.

Commissioner Markum discussed the potential for a speed feedback sign site by the elementary school in Loyaltan.

**Planning, Programming & Monitoring:** Mr. Davey reported that the State responded to the Regional Transportation Improvement Program that was submitted by SCTC stating that we needed to lower the lower the Planning, Programming & Monitoring dollar amount programmed into the RTIP. No action is necessary on this, it was informational.

**Update on County Projects:** Mr. Beals stated that it was becoming clear that the Sierra City Main Street Project has taken on new importance in terms of hardening or undergrounding lines so that the town could be connected to the PG&E generator during these outage events. He stated that resources to get this work done are needed and spoke of the possibility of hiring a consultant specifically for that project. The Public Safety Power Shutoff has put a new light on that project and the Project Study Report needs to be started and finished, including a scope of work and cost estimate. Another step would be to make sure that the underground utilities district created by the Board of Supervisors is recognized by the Public Utilities Commission.

Mr. Beals also discussed the need to make progress, i.e. complete the Project Study Reports for the Campbell's Hot Springs Road.

Also discussed were the trucking turnouts on State Route 89 and the signs that Caltrans erected to mitigate winter recreationists parking in the pull outs. Apparently the signs are about 50 yards from the edge of the turnouts and it is not sufficiently close to make a difference. Also, there are no signs on the northbound turnout, nor at Sagehen Pass. Commissioner Roen stated that one needs binoculars to read the signs. Mr. Beals stated that this will be discussed at the Caltrans Coordination meeting in April.

**Update on City Projects:** Commissioner Rogers reports no update on City project.

**Other Transportation Issues:** Commissioner Dryden noted that the patching by Sierra County on Smithneck Creek was a big improvement.

Mr. Beals reported that he will be working on having flashing deer warning signs installed on Smithneck Creek as well.

**17 SCHEDULE NEXT MEETING**

The meeting is scheduled for Wednesday, May 20, 2020, 10:00 a.m. in Sierraville.

**14. ADJOURNMENT**

Chairman Huebner adjourned the meeting at 11:07 a.m.

  
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**Peter W. Huebner, Chairman**  
**Sierra County Transportation Commission**

**ATTEST:**

  
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**Miriam B. Dines, Executive Secretary**