



Regularly Scheduled Meeting of Board of Directors
Town and Country Transit
August 20, 2025
4:00 PM

1. Call to Order – Roll Call
2. Public to be Heard (15-minute limit)
3. Executive Session – Personnel Issues
4. Approval of board meeting minutes from:
 - a. Re-organizational and monthly meeting June 11, 2025
 - b. Notice of no July 2025 meeting
 - c. Finance committee minutes April 2025 and May 2025
5. Today's finance committee recommendations
 - a. June 2025
 - b. July 2025
6. Executive Director's Report
 - a. Drug & Alcohol compliance audit (FTA / PennDOT) June 4th
 - i. Some findings, which were consistent across the state – PennDOT, our solicitor, and FTA working towards resolution
 - b. PennDOT Projects
 - i. Transit Development Plan (TDP) – consultant firm assigned: STV, Inc.
 1. Pop-ups
 2. Customer Satisfaction Surveys
 3. Stakeholders' Meetings

- ii. Facilities Study – consultant firm assigned: Huitt-Zollars
 - 1. Reviewing property site options as the next step
 - iii. ADA ramp / entrance repair at Terminal
 - 1. Likely out for RFP late fall 2025 with building phase spring 2026
 - iv. Audit for FY 24/25
 - c. YTD Ridership: Fixed-Route and Shared-Ride (Compares FY 23/24 to 24/25 FYE and FY 24/25 to 25/26)
 - d. Performance Measures
 - i. Final for FY 24.25
 - ii. Monthly performance measures FY 25.26
 - e. Fleet Summary Report
- 7. Old Business
 - 8. New Business
 - 9. Adjournment

Agenda Subject to Change

Next Monthly Meeting: September 10, 2025

Save the Date: 50th Anniversary Celebration: October 9, 2025

