

**Caswell County Area Transportation System
Transportation Advisory Board Meeting
Meeting Minutes
July 24, 2015**

Present were Tonya Breedlove, Michelle Waddell, David Owen, Pam Hawley, Katey Briggs, Jeannine Everidge, Edna Brown, Alvira Lipscomb and Melissa Williamson.

The April 24, 2015 minutes were read and approved by David Owen and seconded by Edna Brown.

Expenditure Report: Self Explanatory.

Marketing: We advertised in the Caswell Messenger – Law Enforcement, Graduation Tab, Community Guide and Senior Spotlight.

Update on Radio Equipment- We have completed our radio project. All of the radios, base station and repeater have been installed. The new radio equipment is working great. This will switch us from analog to digital. I have sent in all of the required paperwork to NCDOT/PTD and we have received reimbursement for the radio equipment.

Surplus Van 27- We have sold the old 27 through the state surplus. The van went out for bid on July 1st. The van sold for \$7,509.99.

Implemented Maintenance Plan Offered at Stearns- We have implemented the maintenance plan that is offered through Stearns. The most common plan is the Engine/Fuel and it is \$10.00 each service. This plan will include repairs up to \$2,000 or \$4,000 depending on mileage and includes the \$350.00 value service. We service our fleet every 5,000 miles so we will have no issues meeting the maximum interval of 7,500 miles. Once we start it will cover for a lifetime protection.

Other Business- Our meeting is brief today so we can start our session on updating our LCP.

Minutes respectfully submitted by Melissa Williamson

