WELLSBORO PARKING AUTHORITY
May 3, 2018
11 A.M.

Call to Order- Al Garrison called the meeting to order at 11:00 a.m. in the Borough Office meeting room and the Pledge of Allegiance was recited.

In attendance were Al Garrison, Kim Miller, Curt Schramm, Ellen Dunham Bryant, Borough Manager Scot F. Boyce, Jr., Chief of Police James Bodine, and Secretary/Treasurer Susan L. Keck.

Approve Minutes of the January 4th, 2018 meeting: A motion was made by Kim Miller to approve the minutes from the January 4th meeting. This was seconded by Curt Schramm. The motion carried unanimously.

Public Comments on Agenda Items- None

New Business: None

1. Discussion on pilot program for parking kiosk.
   Current Challenges:
   There is a significant amount of time required to certify the meters. (2 ½ hours minimum- 6 meters is all one person can handle at a time)
   There is a high cost for recalculation/repair (we send away to the one firm in the state that does this)
   The picking up of parking meter money by the DPW at each meter head is time intensive.
   Ticketing is likewise time intensive process by the Police Department, taking time away from more serious crimes.

   Researching options: Jim Bodine proposed a 2 month pilot program for a parking kiosk to be installed at the Pearl and Water Street lots. We would remove the meter heads for this program (trip hazard).
   The kiosk can accept coin, credit or debit card, and can be individually programmed to our specifications.
   It would use license plates, not numbered spots, to check pay status, using the device the Police Department currently has in use. It would flash on the plate and tell if payment has been made, using cloud technology and solar power.
   Pickup up parking meter money would be at one central location per lot.
   No certification time (included in company maintenance agreement).
   Hechtronic makes the kiosk at a price of $6,200.00. This could then be purchased after the two month pilot period, if desired.

Curt Schramm made a motion to recommend the pilot program contingent on confirming the credit card charges (Is there a minimum? And who pays the charges? Customer or Borough)
Kim Miller seconded the motion and it carried.

2. Discussion on enforcement options.
   Jim Bodine will prepare a proposal for a meter maid for the June meeting (possibly 4 hours for five days a week).

Public Comments: None

Adjourn: Meeting adjourned at 12:03 p.m.

Minutes respectfully submitted by Susan L. Keck
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