



**MODOC COUNTY  
TRANSPORTATION COMMISSION**

108 S. Main St., Alturas, CA 96101  
Phone (530) 233-6410

**MINUTES  
Regular Meeting  
December 3, 2024**

**Commissioners Present**

John Dederick, Chair	Representative, City of Alturas
Kathie Rhoads, Vice Chair	Board of Supervisors, District III, Modoc County
Mark Moriarity	Modoc County, Member at Large
Paul Minchella	Councilmember, City of Alturas
Elizabeth Cavasso	Board of Supervisors, District IV, Modoc County
Jodie Larranaga	Councilmember, City of Alturas

**Commissioners Absent**

Ned Coe (Alternate)	Board of Supervisors, District I, Modoc County
Brian Cox (Alternate)	Councilmember, City of Alturas

**Staff Present**

Debbie Pedersen	Executive Director
Michelle Cox	Accountant 1
Kathy Tiffie	Assistant Secretary 2

**Public Present**

Kathy Grah	Caltrans District 2, Community & Regional Planning Chief
Mazen Zaina	Caltrans District 2, Modoc Sr Project Manager
Skip Clark	Caltrans District 2, Regional Planning Liaison
Lilly Toaetolu	Modoc County Roads Administration & Project Delivery

- 1. Call to Order** – Chair Dederick called the meeting to order at 1:30 p.m. in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.
  - a. Dederick led those present in the Pledge of Allegiance.
  - b. There were no introductions.
- 2. Public Forum** – There were no public comments.
- 3. Confirm Agenda-**  
Motion by Commissioner Minchella to Confirm Agenda, seconded by Commissioner Larranaga. All Ayes; motion carried.
- 4. Consent Agenda-**
  - a. Approve minutes from the October 1, 2024, MCTC Regular Meeting.
  - b. Approve the financial reports from September 1, 2024, through October 31, 2024.
  - c. Year to Date expenditure report through October 31, 2024.

Motion by Commissioner Minchella to approve Consent Agenda, seconded by Commissioner Moriarity. Commissioner Dederick abstained. All Ayes; motion carried.

**5. Regular Business-**

**a. Consider adopting Resolution 24-07 in Appreciation of Elizabeth Cavasso’s service to MCTC and MTA.**

Cavasso has been a Commissioner and Board Member since January 9, 2018. Her service has been appreciated.

Motion by Commissioner Moriarity to adopt Resolution 24-07 In Appreciation of Elizabeth Cavasso’s service to MCTC and MTA, seconded by Commissioner Larranaga. Commissioner Cavasso abstained. All Ayes; motion carried.

**b. Consider accepting the Fiscal Year 2023-24 Financial Audits.**

Commissioner Dederick observed that the Commissions position has improved year over year. Director Pedersen reported that the management findings are the same as in previous years, which are due to the number of office staff.

Pedersen stated some wording needs to be changed on the report and has been submitted for update. For MCTC Financial Audit page 25, second bullet, last sentence the words “city of Alturas” needs to be added as they also file claims. On page 35 first paragraph, second sentence the resolution number needs to be updated from 21-02 to 23-02 and delete performance criteria verbiage as it is no longer used. For MTA Financial Audit, page 14, the performance criteria verbiage needs to be deleted.

Motion by Commissioner Minchella to accept the Fiscal Year 2023-24 Financial Audits, seconded by Commissioner Cavasso. All Ayes; motion carried.

**c. Review of the 2023-24 GASB 68 Report.**

Executive Director Pedersen explained the GASB 68 report is completed as a separate report of the fiscal audit each year. This assesses the PARS benefits. The Unfunded Liability is paid annually to keep the plan “whole”. The UL can be attributed to low participation rates and one retiree withdrawing a pension.

**d. Reviewed Final Report – Goose Lake Short Line Regional Improvement Project.**

Executive Director Pedersen explained this is the Final Report for the finished project. Working on close out with Sacramento. The Commission hasn’t had a lot of involvement with the project, but did back the funds for the project and has watched to make sure deliverables were completed.

**e. Consider adopting Resolution 24-09 Re-Adopting the 2019 Regional Transportation Plan and extending the date for completing the Zero Emission Vehicle Plan.**

Executive Director Pedersen explained staff will not be able to complete the Regional Transportation Plan by the December 31, 2024, deadline. This is due to CARB requiring the ZEV plan to be completed in tandem with the RTP, applying for managing the Short-Range Transportation Plan grant, the timing of the Triennial Performance Audit, new bus grants, and other factors. It is anticipated that the documents can be completed by December 2025, but the overall goal is to complete them by September 2025.

The Executive Director recommends adopting Resolution 24-09 to Re-Adopt the 2019 Regional Transportation Plan and extending the date for completing the ZEV Plan.

Motion by Commissioner Cavasso to adopt Resolution 24-09 Re-Adopting the 2019 Regional Transportation Plan and extending the date for completing the Zero Emission Vehicle Plan, seconded by Commissioner Moriarity. All Ayes; motion carried.

**f. Consider adopting Resolution 24-08 Authorizing Calendar Year 2025 Signatories.**

Executive Director Pedersen reported this is an annual resolution that is adopted by the Commission to authorize the Chair, Vice Chair and Executive Director to sign documents related to the Commission’s plans and programs.

Motion by Commissioner Minchella to adopt Resolution 24-08 Authorizing Signatories, seconded by Commissioner Larranaga. All Ayes; motion carried.

**g. Elect Chair and Vice Chair for Calendar Year 2025.**

Motion by Commissioner Minchella to nominate John Dederick as Chair for Calendar Year 2025, seconded by Commissioner Larranaga. All Ayes; motion carried.

Motion by Commissioner Moriarity to nominate Kathie Rhoads as Vice Chair for Calendar Year 2025, seconded by Cavasso. All Ayes; motion carried.

**6. Agency Updates and Project Reports**

**a. Alturas Public Works Dept. – City Streets**

In the absence of Warren Farnam, City of Alturas Public Works Director, MCTC Executive Director Debbie Pedersen reported that the city is asking for a timely extension on the West 8<sup>th</sup> Street STIP Project to shore up with the Nagel Street Project. They are working with CTC staff in Sacramento for approval.

**b. Modoc County Road Dept. (MCRD) – County Roads**

Lilly Toaetolu, Modoc County Roads Administration & Project Delivery reported that the County Road 111 STIP Project is essentially finished. They will be back in the spring to assess if there is any additional work that needs to be done.

The Veterans Memorial Park is essentially completed except for some Public Works tasks. County crews will be finishing some items that were under contract in the next few weeks as they wrap up their season.

The Cedarville ATP Project is ongoing. A kickoff meeting with Caltrans was held last month.

**c. Caltrans District 2-**

Mazen Zaina, Caltrans District 2, Modoc Project Manager Caltrans District 2 reported on the current Caltrans projects in Modoc County. There are five in design phase.

Skip Clark, Caltrans District 2, Regional Planning Liaison reported he has been working with Executive Director Pedersen on the OWP Amendment #1. They are waiting for approval from Sacramento. Pedersen reported she has completed the modified OWPA with the new MFTA and submitted it.

**d. Modoc County Transportation Commission**

Executive Director Pedersen reported the MCTC is having a Short-Range Transit Plan meeting with the Social Service Transportation/Citizens Advisory Council.

**7. Staff Update and Calendar**

No staff updates

**Calendar – consider future dates and events of interest:**

- 12/24/24 Christmas Eve; Office Closed, No Bus Service
- 12/25/24 Christmas Day Holiday; Office Closed, No Bus Service
- 12/31/24 New Years Eve Day; Office Closed, Bus is running
- 01/01/25 New Years Day; Office Closed, No Bus Service

**8. Motion to Adjourn** –motioned by Commissioner Minchella; seconded by Commissioner Moriarity to adjourn the meeting at 1:52 p.m. All Ayes; motion carried. The next regular meeting will be Tuesday, February 4, 2025, at 1:30 p.m., or soon thereafter, in the Sage Stage Conference Room, 108 S. Main Street, Alturas, CA.

Submitted by,

Kathy Tiffie  
Assistant Secretary 2