

**MID MON VALLEY TRANSIT AUTHORITY
1300 MCKEAN AVENUE
CHARLEROI, PA 15022
May 24, 2018**

MINUTES OF REGULAR BOARD MEETING

1. Call to Order – Chairman Naccarato – 6:01 PM

2. Pledge to Flag – Chairman Naccarato

3. Roll Call – Secretary Carroll

There being 11 members present at 6:01 PM, there was a quorum.

Members Present:

Mark Brown
Ed Bryner
Christopher Carroll
Sandy Davis
John Habel III
Gary Litvany
Stephen Luncinski
J. Edmund Martin
Fred Naccarato
Rik Pankiewicz
Carrie Zeletski

Members Absent:

Aaron Bialon
Thomas Caudill
Ryan Encapera
Devlin Fisher
Michael Hammond
Frank Kennedy
Thomas P. Monack
Robert Petty
Robert J. Large

Staff Present:

Donna Weckoski
Ashley Altemare
Nancy Basile

Others Present:

Marc Roncone, MV Transportation
Richard Solomon, Mon Valley Detective
Ashley Solomon, Mon Valley Detective

4. Chairman Naccarato inquired if there were any additions or corrections to the Board of Director's Meeting Minutes of April 26, 2018. There being none, Mr. Bryner motioned to approve the April 26, 2018 board meeting minutes as mailed. Ms. Davis seconded the motion. Motion carried.

5. Public Forum: No Comments.

6. Report from Carrier: MV Transportation, Inc.

- a) Mr. Roncone informed the board that in the month of April, there were 77,731 total vehicle miles; 66,678 revenue vehicle miles; 4,253 actual vehicle hours; and 3,864 revenue vehicle hours. Mr. Roncone also reported to the Board that some bus routes have been running behind schedule due to numerous road construction projects in the area.

7. CHAIRMAN'S REPORT

- a) Chairman Naccarato notified those present that a Reorganizational Meeting will be held immediately following the June 28th Board Meeting. At this time, a new Executive Committee will be elected into office beginning July 1st, to serve a 2-year term. Chairman Naccarato also stated that anyone interested in serving on a committee, please notify an MMVTA staff member. Chairman Naccarato also updated those present on the upcoming delivery of 7 CNG buses which should be in service sometime in August.

8. TREASURER'S REPORT

- a) Ms. Davis reported that the Finance Management Committee was sent the finance report the week of May 14, 2018 for review and referred all members present to **Attachment I.8.a.** in their agenda packets. The total bills for April amounted to: \$328,850.06 in Operating Expenses and \$34,865.00 in Capital Grant Expenses for 50% of the purchase of computers and printers and 50% of the purchase to begin to equip two Park & Ride lots with new security systems (being funded with State Capital Grants). Ms. Davis made a motion to accept the April 2018 Financial Report and approve payment of the same. Mr. Carroll seconded the motion. Motion carried.
- b) Ms. Davis also stated that the operating and capital budgets for FY 2018-2019 had been sent to all Board Members and referred all members present to **Attachment I.8.b.** in their agenda packets. Ms. Davis asked if there were any questions relating to these budgets. Hearing no comments or questions, Ms. Davis motioned to approve the Fiscal Year 2018-2019 Operating and Capital Budgets. Mr. Bryner seconded the motion. Motion carried.

9. COMMITTEE REPORTS

- a) Human Resources – Carrie Zeletski, Chairperson – no report.
- b) Steering Committee – Tom Monack, Chairperson – no report.
- c) Safety & Security – Ed Bryner, Chairperson – no report.
- d) By-Laws – Mark Brown, Chairperson – no report.
- e) Construction – Chris Carroll, Chairperson – no report.

10. REPORTS OF ADMINISTRATIVE PERSONNEL

- a) Executive Director - Ms. Weckoski notified all present that Braddock Restoration will be performing all transit center cleaning and maintenance work; and lawn care and snow removal services for the transit center and park & ride properties.
- b) Marketing – Ms. Altemare reported that National Transit Week (5/14-18/18) went well and discussed the Commuter Challenge 2018 for riders. Ms. Altemare also discussed the PPTA Spring Conference which included feedback on the Bike Rack Project and a new statewide transit technology. Ms. Altemare announced that Cal Commuter and the Valley 2 are on break schedule from 5/12 – 8/21/18 and that the transit center will be closed and there is no bus service on 5/28/18 in honor of Memorial Day.

11. REPORT OF THE SECRETARY – Christopher Carroll – no report.

12. OLD BUSINESS

- a) Ms. Weckoski stated that price quotes had been received and evaluated for Transit Security Services. Ms. Weckoski recommended that the Board approve contract award to Mon Valley Detective Bureau at the rates contained in **Attachment I.12.a** of their agenda packets as the most responsive and responsible quotes, for a 3-year term to begin July 1, 2018 and includes 2 additional 1 year options. Mr. Pankiewicz motioned to award the contract as stated to Mon Valley Detective Bureau. Mr. Bryner seconded the motion. Motion carried.

13. NEW BUSINESS

At this time, an Executive Session was called, stating Personnel reasons, at 6:15 PM. The public meeting reconvened at 6:33 PM.

- a) Ms. Davis made a motion to open a temporary position of Administrative Assistant for a maximum of 6 months at a rate of \$12.50/hour. Ms. Zeletski seconded the motion. Motion carried.
- b) Mr. Bryner announced to all present that the Borough of Charleroi was looking into the removal of a divot that is located new one of the bus stops in Charleroi.

14. ADJOURNMENT - With no other business to discuss, Mr. Martin motioned to adjourn the meeting. Mr. Bryner seconded the motion. Motion carried.

The meeting adjourned at 6:35 PM.

REMINDER:

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

THURSDAY, JUNE 28, 2018 AT 6:00 P.M.

THE BOARD OF DIRECTORS **REORGANIZATIONAL MEETING** WILL BE HELD **IMMEDIATELY FOLLOWING THE BOARD MEETING ON JUNE 28TH.**

ATTENDANCE WOULD BE APPRECIATED!!