

**MID MON VALLEY TRANSIT AUTHORITY
1300 MCKEAN AVENUE
CHARLEROI, PA 15022
June 28, 2018**

MINUTES OF REGULAR BOARD MEETING

1. Call to Order – Chairman Naccarato – 6:04 PM

2. Pledge to Flag – Chairman Naccarato

3. Roll Call – Secretary Carroll

There being 15 members present at 6:00 PM, there was a quorum.

Members Present:

Mark Brown
Ed Bryner
Christopher Carroll
Thomas Caudill
Devlin Fisher
Sandy Davis
John Habel III
Michael Hammond
Frank Kennedy
Gary Litvany
J. Edmund Martin
Thomas P Monack
Fred Naccarato
Rik Pankiewicz
Robert Petty
Carrie Zeletski

Members Absent:

Aaron Bialon
Ryan Encapera
Stephen Luncinski
Robert J. Large

Staff Present:

Donna Weckoski
Ashley Altemare
Nancy Basile
Beth O'Neil

Others Present:

Marc Roncone, MV Transportation
Charles Parham, MV

4. Chairman Naccarato inquired if there were any additions or corrections to the Board of Director's Meeting Minutes of May 24, 2018. There being none, Ms. Davis motioned to approve the May 24, 2018 board meeting minutes as mailed. Mr. Carroll 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 May, there were 76,836 total vehicle miles; 63,484 revenue vehicle miles; 4,251 actual vehicle hours; and 3,534 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 including Community days here in Charleroi. Ms. Davis asked about how the service was affected by recent flooding along Route 88 and Route 51 in the South Hills Area. Mr. Roncone responded that there were delays in service due to detours caused by the flooding.

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. Beth O'Neil was introduced to the board.

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 June amounted to: \$323,520.92 in Operating Expenses and \$15,558.00 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. Mrs. Zeletski seconded the motion. Motion carried.
- b) Ms. Davis also reported that the Authority has received all municipal local match funds which were committed to be paid by June 30th.

9. COMMITTEE REPORTS

- a) Human Resources – Carrie Zeletski, Chairperson
- 1.) Recommended to the board the following employee increases for FY18-19:
- Ashley Altemare--\$1,261/year for a yearly salary of \$43,290
 - Nancy Basile—1,674/year for a yearly salary of \$55,537

Ms. Zeletski made a motion to approve the recommended salary increases. Mr. Martin seconded the motion. Motion carried.

- 2.) Ms. Zeletski announced to the board that Beth O'Neil has been hired as an Administrative Assistant at the hourly wage of \$12.50/hr.

- 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 informed the board that the Mon Valley Alliance held their June board meeting at the MMVTA Transit Center.
- b) Marketing — Ms. Altemare reported that Bike racks to be installed is in progress. She also told everyone present about the DBE training she just attended. Ms. Altemare talked about service updates and that we are closed this July 4th. Ms. Davis asked about the cleaning of the shelters and the shelter at Giant Eagle. Ms. Altemare responded she is in contact with Lamar Advertising, who maintains the shelters.

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

12. OLD BUSINESS

a) Mrs, Weckoski requested approval, contingent upon approval by Penn DOT to increase capital funding assistance in the amount of \$255,000 to upgrade our existing real time vehicle tracking system. Attached to your agenda packet **(I.12.a)** is resolution #17-18-12 would supersede Resolution #17-18-7 approved on 4/26/18. Mrs. Weckoski asked for a motion from the board. Mr. Bryner motioned Ms. Davis seconded the motion. Motion carried

13. NEW BUSINESS

At this time, an Executive Session was called, stating Legal Issues reasons, at 6:17 PM. The public meeting reconvened at 6:27 PM.

- a) Mr. Martin made a motion to lease office space to the Mon Valley Alliance for monthly rent of \$1,400/month. terms of the lease are month to month. Ms. Davis Motion carried.
- b) Mr. Naccarato Made a motion to purchase a small piece of land adjacent to the North Charleroi Park and Ride Lot from the Washington County Tax Claim Bureau for the amount of \$506.68. Mr, Bryner seconded. Motion carried.

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 6:30 PM.

THE BOARD OF DIRECTORS REORGANIZATIONAL MEETING WAS HELD IMMEDIATELY FOLLOWING THE BOARD MEETING ON JUNE 28TH.

REMINDER:

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

THURSDAY, JULY 26, 2018 AT 6:00 P.M.

THANK YOU FOR ATTENDING