

**MID MON VALLEY TRANSIT AUTHORITY**  
**1300 MCKEAN AVENUE**  
**CHARLEROI, PA 15022**  
**August 29, 2019**  
**Rescheduled Meeting**

**MINUTES OF REGULAR BOARD MEETING**

1. Call to Order – Chairman – 6:01 PM
2. Pledge to Flag- Chairman
3. Roll Call – Secretary Carroll

There being 12 members present at 6:01 PM, there was a quorum.

**Members Present:**

Mark Brown  
Ed Bryner  
Christopher Carroll  
Thomas Caudill  
Sandy Davis  
Ryan Encapera  
Devlin Fisher  
John Habel- arrived 6:06pm  
Michael Hammond  
Frank Kennedy  
Stephen Luncinski  
Fred Naccarato  
Carrie Zeletski

**Staff Present:**

Donna Weckoski  
Nancy Basile  
Ashley Altemare  
Beth O’Neil

**Members Absent:**

Aaron Bialon  
Fred Berestecky  
Gary Litvany  
J. Edmund Martin  
Jeremy Hepple  
Rik Pankiewicz  
Robert Petty

**Others Present:**

Marc Roncone, MV  
Blane Black, ESQ  
Tyler Vayansky (public)

4. Mr. Naccarato inquired if there were any additions or corrections to the Board of Director’s Meeting Minutes of July 25, 2019. There being none, Mr. Bryner motioned to approve the July 25, 2019 board meeting minutes. Mr. Carroll seconded the motion. Motion carried.
5. Public Forum: No Report

6. Report from Carrier: MV Transportation, Inc. given By Marc Roncone
  - Mr. Roncone reported on the Actual Vehicle Miles as 74,435. Revenue Vehicle miles being 58,881. Actual Vehicle Hours as 4,102.61 and the Revenue Vehicle Hours being 3,338.65.
  - Also reported on 4 Incidents w/out injury and 1 accident w/out injury. 1 security issue and 1 valid complaint. He also reported we had 5 road call and 5 major mechanical failure. See **Attachment I.6** for further detail, given to you in your agenda packet.
  
7. CHAIRMAN'S REPORT-
  - a.) Mr. Naccarato was sad to report the passing of long-time board member Olga Woodward. She served on this board representing Fallowfield Twp. for 22 years. The Authority has made a donation in the amount of \$100.00 in Mrs. Woodward's memory to the Fallowfield Volunteer Fire Department.
  
8. TREASURER'S REPORT
  - a). Ms. Davis reported that the Finance Management Committee was sent the finance report on August 12th, 2019 and referred all members present to **Attachment I.8.a.** in their agenda packets. The total bills for August 2019 amounted to: \$324,600.53 in Operating Expenses. Ms. Davis made a motion to accept this month's Financial Report and approve the payment of the same. Ms. Zeletski seconded the motion. Motion Carried.
  - b.) The Authority received word from PennDOT on August 1, 2019 that they had received their full funding for the year will e increased from \$2,988,032 to \$3,068,247.
  
9. COMMITTEE REPORTS
  - a) Human Resources – Carrie Zeletski, Chairperson
  - b) Steering Committee — Devlin Fisher, Chairperson
    - Reported the Authority had not heard back from Washington County Commissioners concerning a letter sent in regards to Local Match. Mr. Fisher would like to schedule a meeting of the committee to discuss the issue in more detail.
  - c) Safety & Security – Ed Bryner, Chairperson- no report
  - d) By-Laws – Mark Brown, Chairperson – no report.
  - e) Capital/Construction – Chris Carroll, Chairperson – no report.
  
10. REPORTS OF ADMINISTRATIVE PERSONNEL
  - a) Executive Director- Mrs. Weckoski reported on the interviews for the finance assistant position. There were six applicants for the position. Ms. Weckoski stated the best choice given the candidates knowledge and experience was Aerial Dochenetz. A motion was made to hire Ms. Aerial Dochenetz with a starting salary of \$37,500/year. Ms. Davis made the motion Ms. Zeletski seconded the motion. Motion carried.

- b) Marketing – Ms. Altemare updated the board on how the Avail project has been postponed indefinitely. We are currently working with Syncromatics to continue what we have in place now until this is resolved.
- New routes started on August 19<sup>th</sup>, new schedules were handed out, also bike rack locations are on the maps now.
  - Ms. Altemare reported about the local outreach to Monessen Hill area to promote the new route. Also, stopped at Park Manor, Highland Manor, And the Monessen Senior Center. She also spent a few days at Cal U welcoming back the students.
  - Just a friendly reminder that there will be no bus service and the Transit Center will be closed -Monday September 2, 2019

11. REPORT OF THE SECRETARY –Mr. Carroll read a letter from the Mayor of Monessen thanking the Authority for the new routes and had nothing but positive feedback from the residents.

12. OLD BUSINESS- Mrs. Weckoski asked the board for the approval of the purchase of one 35 ft. CNG Transit bus not to exceed \$520,000. **(attachment I.12.a)** A motion was made by Mr. Bryner and Ms. Zeletski seconded the motion. Motion carried.

13. NEW BUSINESS-several resolutions needed to be approved by the Board.

a.) (FTA) Designation of Signature Authority Resolution and Authorizing Resolution **(attachment I.13.a)** Motion made by Ms. Davis seconded by Mr. Carroll. Motion carried.

b.) (PennDOT) Assigning Roles in DOT Grants Resolution **(Attachment I.13.b.)** Motion made by Ms. Davis seconded by Mr. Kennedy. Motion carried

c.) (PennDOT) Submittal and Modifications to DOT Grants Resolution **(Attachment I.13.c)** Mr. Carroll made the motion. Ms. Davis seconded the motion. Motion carried.

d.) (FTA/NTD) Designation of Authority for NTD Users Resolution. **(Attachment I.13.e)** Mr. Bryner made the motion. Mr. Habel seconded the motion. Motion carried.

e.) Replacement of Designated Signers on MMVTA Accounts with CFS Bank. **(Attachment I.13.e)** Mr. Kennedy made the motion. Mr. Hammond seconded the motion. Motion carried.

f.) Approval of the Act 44 Performance Review Report/Action Plan **(Attachment I.13.f)** Mr. Carroll made the motion. Ms. Zeletski seconded the motion. Motion Carried

g.) ADA Plan Regarding the revised Changes to the Provision of ADA Complementary Paratransit Service **(Attachment I.13.g)** Mr. Caudill made the motion. Mr. Bryner Seconded the motion. Motion carried

h.) Approval of Administrative Office Server Purchase. Mr. Carroll made the motion. Mr. Caudill seconded the motion. Motion carried.

14. ADJOURNMENT – Mr. Naccarato asked if there were any other business. With there being none. He made a motion to adjourn the meeting. Mr. Carroll made the motion; Mr. Caudill seconded the motion. Motion carried.

The meeting adjourned at 6:35pm.

**REMINDER:**

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

**THURSDAY September 26, 2019 AT 6:00 P.M.**

THANK YOU FOR ATTENDING