

**MID MON VALLEY TRANSIT AUTHORITY
1300 MCKEAN AVENUE
CHARLEROI, PA 15022
December 19, 2019**

MINUTES OF REGULAR BOARD MEETING

1. Call to Order – Chairman – 6:05 PM
2. Pledge to Flag- Chairman
3. Roll Call – Secretary Carroll

There being 15 members present at 6:01 PM, there was a quorum.

Members Present:

Mark Brown
Fred Berestecky
Christopher Carroll
Thomas Caudill
Sandy Davis
Ryan Encapera
John Habel
Michael Hammond
Frank Kennedy
Gary Litvany
Stephen Luncinski
Jeremy Hepple
Fred Naccarato
Rik Pankiewicz
Carrie Zeletski

Staff Present:

Ashley Seman
Beth O'Neil
Aeriel Dochenetz
Nancy Basile

Members Absent:

Aaron Bialon
Ed Bryner
Devlin Fisher
Robert Petty

Others Present:

Cliff Opfer, MV
Blane Black, ESQ

4. Mr. Naccarato inquired if there were any additions or corrections to the Board of Director's Meeting Minutes of November 21, 2019. There being none, Mr. Carroll motioned to approve the November 21, 2019 board meeting minutes. Mr. Kennedy seconded the motion. Motion carried.

5. Public Forum: No Report

6. Report from Carrier: MV Transportation, Inc. given By Cliff Opfer as Mr. Roncone was on vacation.

- Mr. Opfer reported on the Actual Vehicle Miles as 77,338. Revenue Vehicle miles being 64,999. Actual Vehicle Hours as 4,205.66 and the Revenue Vehicle Hours being 3,357.47.
- Also reported on 0 Incidents w/out injury and 2 accidents w/out injury, 1 accident with injury. 0 security issue and 1 valid complaint. He also reported we had 5 road call and 4 major mechanical failures and 1 other mechanical failure.
- See **Attachment I.6** for further detail, given to you in your agenda packet.

7. CHAIRMAN'S REPORT

- a.) Mr. Naccarato-reported that the Cal Commuter is on Winter break from December 16th -January 17th.
- b.) Mr. Naccarato reported there will be no bus service on Christmas Day and New Year day. The office will be closed both Christmas eve and Christmas day also New year eve and New Year's Day.
- c.) Mr. Naccarato acknowledged that this was Mr. Gary Litvany (Rostraver Township) last meeting with us. Thank you for your devotion to the Authority the last 4 years.
- d.) Mr. Naccarato wished everyone a very merry Christmas and a Happy New Year!

8. TREASURER'S REPORT

- a). Ms. Davis reported that the Finance Management Committee was sent the finance report on December 9th, 2019 and referred all members present to **Attachment I.8.a.** in their agenda packets. The total bills for October 2019 amounted to: \$352,735.31 in Operating expenses and \$17,421.69 in Capital Grant Expenses related to the Scheidt and Bachmann fare box extended warranty quarterly payment in the amount of \$9,283.39; Charles Cartia for balanced due on the office server in the amount of \$3,968.30; and Tri-State Security electrical updates to the Cal U Park & Ride lot in the amount of \$4,170.
- b.) Ms. Davis also would like to note check #9414 in the amount of \$1,109.90 to Real World Training for QuickBooks training for Nancy and Aerial on Jan 6th and 7th.
- c.) Ms. Davis made a motion to approve this month's Financial report and payment of the same. Mr. Carroll seconded the motion. Motion Carried.

9. COMMITTEE REPORTS

- a) Human Resources – Carrie Zeletski, Chairperson -none
- b) Steering Committee — Devlin Fisher, Chairperson- none
- c) Safety & Security – Ed Bryner, Chairperson- none
- d) By-Laws – Mark Brown, Chairperson-none
- e) Capital/Construction – Chris Carroll, Chairperson – none.

10. REPORTS OF ADMINISTRATIVE PERSONNEL

a) Executive Director

- a. Ms. Seman reported that herself and Nancy have been working hard to submit the required documents for our upcoming the Triannual Review from the state. is coming up in April.
- b. Our financial Audit from Mr. Turnley will be available for your review at our January 23, 2020 meeting.
- c. Ms. Seman also gave an update on Liberty Towers. The meeting went very positive with Rep. Bud Cook's office regarding the shelter.

b) Marketing

- a. Ms. Seman reported on a new revenue opportunity with the CNG Fueling Station. Penn DOT approved for us to charge a value to use the fueling station for emergencies or rare situations ONLY.

11. REPORT OF THE SECRETARY –Mr. Carroll had no report

12. OLD BUSINESS- Discussed the report card of attendance sent out to Communities (attachment I.13.a)

13. NEW BUSINESS-

- a.) Discussion about possibly putting the numbers on the back of our newer buses.
- b.) Mrs. Seman announced to the board that the Tri-annual Review is coming up in April.

14. ADJOURNMENT –

Mr. Naccarato asked if there were any other business. With there being none. He made a motion to adjourn the meeting. Ms. Davis made the motion; Ms. Zeletski seconded the motion. Motion carried.

The meeting adjourned at 6:20 pm.

REMINDER:

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

THURSDAY January 23, 2020 AT 6:00 P.M.

THANK YOU FOR ATTENDING