

MID MON VALLEY TRANSIT AUTHORITY
1300 MCKEAN AVENUE
CHARLEROI, PA 15022
June 25, 2020

MINUTES OF REGULAR BOARD MEETING

1. Call to Order – Chairman – 6:02 PM
2. Pledge to Flag- Chairman
3. Roll Call – Secretary

There being 14 members present at 6:02 PM, there was a quorum.

Members Present:

Mark Brown
Ed Bryner
Fred Berestecky
Christopher Carroll
Sandy Davis
Ryan Encapera
Devlin Fisher
John Habel
Michael Hammond
John Lorenzo
Fred Naccarato
Rik Pankiewicz
William Furlong
Carrie Zeletski

Staff Present:

Ashley Seman
Nancy Basile
Beth O'Neil
Aerial Dochenetz

Members Absent:

Aaron Bialon
Fred Exley
Frank Kennedy
Jeremy Hepple
James Hartman

Others Present:

Marc Roncone, MV
Blane Black, ESQ
Cliff Opfer
Nazareth Victoria
Taylor Brown

4. Mr. Naccarato inquired if there were any additions or corrections to the Board of Director's Meeting Minutes of May 28, 2020. There being none, Mr. Bryner motioned to approve the May 28th minutes as mailed, and Ms. Davis seconded the motion. Motion Carried.

5. Public Forum: Mr. Victoria spoke on getting a bus stop at the Rostraver Apt. How important it was for the people that live there.

6. Report from Carrier: MV Transportation, Inc. Mr. Roncone

- Mr. Roncone reported on the Actual Vehicle Miles as 50,741. Revenue Vehicle miles being 42,070. Actual Vehicle Hours as 2,890.86 and the Revenue Vehicle Hours being 2,507.80.
- Also reported on 2 Incidents w/out injury and 0 incident with injury. 0 accidents w/out injury. 0 accident with injury 1 security issue and 1 valid complaint. He also reported we had 2 road calls and 2 major mechanical failures and 3 other mechanical failure.
- See **Attachment I.6** for further detail, given to you in your agenda packet.
- Mr. Roncone gave the board an explanation on the continuation of the Covid protocol at the garage. Mr. Roncone also gave the board members an update on the proposed new stop in Monessen, on his trial runs and what they looked like.

7. CHAIRMAN'S REPORT

- a.) Mr. Naccarato reported they we received sad news that Tom Caudill will no longer be able to serve as the Monongahela Board member for medical reasons. Mr. Caudill served on our board for 9 years. He is in our thoughts and prayers.
- b.) Mr. Naccarato stated there will be a reorganizational meeting immediately following tonight's Board Meeting. The new Executive Committee will be elected in office beginning July 1, 2020 to serve a two-year term.

8. TREASURER'S REPORT

- a.) Ms. Davis reported that the Finance Management Committee was sent the finance report the week of June 15th of 2020 and referred all members present to **Attachment I.8.a.** in their agenda packets. The total bills in operating expenses are \$320,321.18. Ms. Davis made a motion to accept this months Financial Report and approve payment of the same. Ms. Zeletski seconded the motion. Motion carried.
- b.) Ms. Davis reported there was a change to the Finance and Grants Policy and Procedures, which was attachment I.8.b in your agenda packet, which states that 2 people with sort and wrap the farebox money collected and to be deposited. Ms. Davis made a motion to accept the revision to the MMVTA's current Finance and Grants Policy and procedures. Rik Pankiewicz seconded the motion. Motion carried.
- c.) Ms. Davis stated last month, the operating and capital budgets for fiscal year 2020-2021 were handed out for your review. Ms. Davis made a motion to approve MMVTA's operating and capital budgets for fiscal year 2020-2021. Mr. Bryner seconded the motion. Motion carried.

9. COMMITTEE REPORTS

- a) Human Resources – Carrie Zeletski, Chairperson
 - a. Ms. Zeletski reported a meeting was held on June 18th, 2020. We discussed office personnel evaluations and discussed raises. Nancy Basile 3 percent raise (\$1,770) to \$60,255, Aerial Dochenetz 3 percent raise (\$1,125) to \$38,625 Beth O’Neil \$1000 raise to \$31,500 and Ashley Seman \$6,000 raise to \$65,000. Ms. Zeletski made the motion. Mr. Carroll seconded the motion. Motion carried.
- b) Steering Committee — Devlin Fisher, Chairperson.
 - a. Mr. Fisher stated a meeting was held on June 16th, 2020. He gave an update on the Washington County Funding and updated the board on what has been done so far.
- 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. Seman reported we are happy to announce that we have been chosen to take over the Vulcan Flyer for California University. Californian University will Start Mid-August. Mrs. Seman asked for a motion to approve the new University route for the MMVTA. Ms. Davis made the motion and Mr. Berestecky seconded the motion. Motion Carried.
 - Mrs. Seman gave an update on the Transit center updates. We are getting a new roof and are planning on getting some much-needed landscaping done.
 - Also, Our Title VI which is our Civil Rights, is up for renewal and will be voted on at the July Board meeting.
- b) Marketing.
 - Ms. Dochenetz reported on The MMVTA office will be closed on July 3rd, 2020 and there will be no bus service on July 4th, 2020.
 - Also, reported on our #soundthehorn event to support the essential workers.
 - Ms. Dochenetz reported she is reaching out to some local businesses in the Roscoe area for new sales outlets.

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

12. OLD BUSINESS-

a.) It was discussed with the board about the New Stop in Monessen at the Rostraver Apartments. Mr. Roncone provided feedback on the turn by turns and travel time for the Local 3 Route. A motion to add service to the Rostraver Apartments was made. Mr. Lorenzo made the motion. Mr. Furlong Seconded the motion. Motion Carried.

b.) A stop at the Spartan Health Complex we discussed.

13. NEW BUSINESS

14. ADJOURNMENT – Mr. Naccarato asked if there was any further business to discuss. There being none, Mr. Naccarato motioned to adjourn. Mr. Lorenzo seconded the motion. Motion Carried.

The meeting adjourned at 6:53pm

THE REORGANIZATIONAL MEETING WAS HELD IMMEDIATELY FOLLOWING THE JUNE 25,2020 BOARD MEETING.

REMINDER:

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

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

THANK YOU FOR ATTENDING