

**MID MON VALLEY TRANSIT AUTHORITY
1300 MCKEAN AVENUE
CHARLEROI, PA 15022
May 28, 2020**

MINUTES OF REGULAR BOARD MEETING

1. Call to Order – Chairman – 6:00 PM
2. Pledge to Flag- Chairman
3. Roll Call – Secretary

There being 14 members present at 6:00 PM, there was a quorum.

Members Present:

Mark Brown
Ed Bryner
Fred Berestecky
Christopher Carroll
Ryan Encapera
Fred Exley
John Habel
Frank Kennedy
John Lorenzo
Jeremy Hepple
Fred Naccarato
Rik Pankiewicz
William Furlong
Carrie Zeletski

Staff Present:

Ashley Seman
Nancy Basile
Beth O'Neil
Aeriel Dochenetz

Members Absent:

Aaron Bialon
Thomas Caudill
Sandy Davis
Devlin Fisher
Michael Hammond
James Hartman

Others Present:

Marc Roncone, MV

4. Mr. Naccarato inquired if there were any additions or corrections to the Board of Director's Meeting Minutes of February 27, 2020, March 26, 2020 and April 23, 2020. There being none, Mr. Carroll motioned to approve the minutes of February, March and April's minutes as mailed, and Mr. Bryner seconded the motion. Motion Carried.

5. Public Forum: No Report

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

- Mr. Roncone reported on the Actual Vehicle Miles as 74,973. Revenue Vehicle miles being 63,957. Actual Vehicle Hours as 4,218.26 and the Revenue Vehicle Hours being 3,676.24.
- Also reported on 0 Incidents w/out injury and 0 incident with injury. 3 -preventable accidents w/out injury. 1-medical accident with injury 1 security issue and 1 valid complaint. He also reported we had 5 road calls and 7 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 what MV is doing to keep our drivers and passengers safe during the Covid 19 crisis and what they plan to do moving forward. He also answered any questions the board members might have.

7. CHAIRMAN'S REPORT

- a.) Mr. Naccarato-welcomed our newest Board Members Mr. William Furlong of Stockdale and Commissioner John Lorenzo of Rostraver Township.
- b.) Mr. Naccarato stated the past few months have been trying times for our communities. He hopes everyone has been safe and healthy through this pandemic. Transit has been essential and the lifeline for communities to get, groceries, refill prescriptions and needed doctor's appointments. Mr. Naccarato thanked the MMVTA Staff and the MV Management, and all staff for doing an excellent job to provide the communities this essential service!
- c.) A reorganizational meeting will be held immediately following June 25th Board Meeting. The new Executive Committee will be elected in office beginning July 1, 2020 to serve a two-year term. Also, some committees are low on members, if anyone is interested in serving on a committee or added to another committee please notify Beth.

8. TREASURER'S REPORT

- a). Ms. Zeletski read the treasurers report as Ms. Davis was absent. Ms. Zeletski reported that the Finance Management Committee was sent the finance report the week of March 9th, April 13th, and May 11th of 2020 and referred all members present to **Attachment I.8.a.** in their agenda packets. The total bills in operating expenses are as follows: \$349,823.34 for March. \$341,742.88 for April and \$346,736.66 for May of 2020.
- b.) Ms. Zeletski also reported that we had \$973,450.21 for March's capital expenses which consists of Scheidt and Bachmann warranty and Gillig expenses. \$110,146 for April's capital expenses which consist of CMAQ Bike Rack. Also, \$18,554.63 for the month of May which consist of Syncromatics and Gillig expenses.
- c.) Ms. Zeletski made a motion to accept March, April and May 2020's Financial Reports and approve payment of the same. Mr. Hepple seconded the motion. Motion Carried.
- d.) Nancy Basile went over the review of FY 20-21 Budget and release of Bus RFP handout.

- e.) A motion was made for the approval for the procurement of the Bus RFP. Mr. Bryner made the motion. Mr. Carroll seconded the motion. Motion Carried.
- f.) Ms. Basile spoke on the CARES Act

9. COMMITTEE REPORTS

- a) Human Resources – Carrie Zeletski, Chairperson
 - a. Announced that Aerial Dochenetz has reached the end of her 6-month probation period and is eligible for full time in her current position of Financial Assistant. A motion was made for the approval of Ms. Dochenetz to become full time. Mr. Hepple made the motion and Mr. Berestecky seconded the motion. Motion carried.
 - b. Mrs. Ashley Seman’s 6-month probation is at its end.
- b) Steering Committee — Devlin Fisher, Chairperson. Mr. Berestecky spoke as Mr. Fisher was absent.
 - a. Wanted to know if there has been any response from the Washington County Commissioners about funding. It was suggested that we write a nice letter to each community for support in perusing funding.
- c) Safety & Security – Ed Bryner, Chairperson
 - a. Reported on there being several lights out around the building. Also, reported about glass from a broken window.
- d) By-Laws – Mark Brown, Chairperson-no report
- e) Capital/Construction – Chris Carroll, Chairperson – no report.

10. REPORTS OF ADMINISTRATIVE PERSONNEL

- a) Executive Director
 - 1. Mrs. Seman reported we are starting to collect fares again on June 1, 2020.
 - Ridership is down 52%
 - A commuter survey was sent out on May 21, 2020 to see our numbers when riders begin to get back to work. Beth is putting the data together this week.
 - 2. Mrs. Seman has had multiple Zoom meetings with fellow transit agencies, the FTA and PennDot. Our agency has been ahead of the game.
 - 3. We have a Newsletter again! Nancy will be putting together a quarterly newsletter for the board and riders.
 - 4. Mrs. Seman has spoken to Mr. Lorenzo stating there is a need for a bus stop at the Rostraver Apartments. A survey was created and provided to the Manager; she has sent several back to us so far. We are giving some time to get those back to us.
- b) Marketing.
 - 1. Ms. Dochenetz has been working hard with our Social Media, keeping it updated on what’s happening with schedules and Covid updates.
 - 2. We are posting signs on shelters to let riders know we are collecting fares again.

3. Ms. Dochenetz stated to the board all sales outlets are fully stocked and ready to go.

11. REPORT OF THE SECRETARY –Mr. Carroll stated that there is no report

12. OLD BUSINESS-

a.) - Approval of Resolution #19-20-14 Temporarily Suspending fare Collection Due to Covid 19 Mr. Carroll made the motion Mr. Furlong seconded the motion. Motion carried.

13. NEW BUSINESS

a.) Approval of resolution #19-20-14 Re-instating the fare Collection. Mr. Lorenzo made the motion. Mr. Hepple seconded the motion. Motion Carried.

b.) Approval of Resolution #19-20-16 Certifying the local Match for state Operating Financial Assistance for the FY 2020-2021. Mr. Carroll made the motion. Mr. Habel seconded the motion carried.

c.) Commissioner Lorenzo addressed the board about possibly getting a bus stop at the Rostraver Apartment's.

14. ADJOURNMENT –. Mr. Naccarato motioned to adjourn. Mr. Berestecky seconded the motion. Motion Carried.

The meeting adjourned at 7:21 pm

REMINDER:

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

THURSDAY June 25, 2020 AT 6:00 P.M.

THANK YOU FOR ATTENDING