

**MID MON VALLEY TRANSIT AUTHORITY  
1300 MCKEAN AVENUE  
CHARLEROI, PA 15022  
August 26, 2021  
MINUTES OF REGULAR BOARD MEETING**

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

There being 17 members present at 6:00 PM, there was a quorum.

**Members Present:**

Ed Bryner  
Fred Berestecky  
Mark Brown  
Christopher Carroll  
Sandy Davis  
Diann Donaldson Zoom  
Fred Exley  
Ryan Encapera  
George Eckert  
Devlin Fisher  
William Furlong  
Michael Hammond Zoom  
John Habel III  
Frank Kennedy  
Fred Naccarato  
Rik Pankiewicz  
Carrie Zeletski

**Members Absent:**

John Lorenzo  
Jeremy Hepple  
Blane Black, ESQ

**Staff Present:**

Ashley Seman  
Nancy Basile  
Aeriel Dochenetz  
Beth O'Neil

**Others Present:**

Marc Roncone, MV  
Alan Kurtyka, public forum

4. Mr. Carroll inquired if there were any additions or corrections to the Board of Director's Meeting Minutes of July 22, 2021, as mailed/emailed.
  - Mr. Carroll asked for a motion to approve the minutes for the June 24, 2021, meeting, as mailed/emailed. Mr. Eckert made the motion. Mr. Kennedy seconded the motion. Motion Carried.

5. Public Forum: - Alan Kurtyka of Charleroi spoke. He asked why there was not a bus stop sign at 9<sup>th</sup> and McKean in Charleroi, and if we could replace it. Also, said several compliments to how courteous and caring our drivers are. Mrs. Seman at that time stated that MMVTA is currently in the process of updating and replacing all bus stop signs in the communities.

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

- Mr. Roncone reported on fixed route service for the month of July 2021 as follows: Actual Vehicle Miles were 62,309.00; Revenue Vehicle miles were 51,547.00; Actual Vehicle Hours were 3,594.99; and the Revenue Vehicle Hours were 3,094.01.
- Mr. Roncone also reported that there were 3 Incident w/out injury; 0 incident with injury; 2 accident w/out injury; 0 accidents with injury; 1 security issue; 2 valid complaints. 2 compliments. He also reported on 4 road calls; 4 major mechanical failure; and 2 other mechanical failures.
- See **Attachment I.6** for further detail, provided in the agenda packet.

7. CHAIRMAN'S REPORT

a.) Mr. Carroll reported that MMVTA received CNG Fuel Rebate money for a total of \$163,510.76. This rebate is received through the Department of Environmental Protection. MMVTA receives \$.50 for every GGE (gallon gas equivalent) used.

8. TREASURER'S REPORT

a). Ms. Zeletski reported that the Finance Management Committee was sent the finance report the week of August 9th, 2021, and referred all members present to **Attachment I.8.a.** in their agenda packets.

- The total bills for this month amount to \$312,000.36 in Operating Expenses and \$72,059.38 in COVID Expenses. Ms. Zeletski made a motion to accept this month's Financial Report and approve payment of the same. Mr. Furlong seconded the motion. Motion Carried.
- Ms. Zeletski made a motion to accept this month's Financial Report and approve payment of the same. Mr. Furlong seconded the motion. Motion Carried.

9. COMMITTEE REPORTS

a) Human Resources – Carrie Zeletski, Chairperson- No report

b) Steering Committee — Devlin Fisher, Chairperson

- Mr. Fisher stated that Commissioner Diana Irey Vaughan had reached out to Mr. Carroll and referred to him to comment on what was discussed. Mr. Carroll stated that Commissioner Irey Vaughan expressed that herself and Commissioner Sherman were interested in reopening the conversation about funding. Commissioner Irey Vaughan was disappointed in the fact that Washington County has not been properly supporting the MMVTA as it should. Commissioner Irey-Vaughan wanted to set up a meeting with several MMVTA representatives and she will be inviting representation from Washington County to discuss this matter. Commissioner Irey Vaughan will be contacting Mr. Carroll to set up the meeting. Mr. Carroll will

let us know when the meeting will be held and keep us updated on what was discussed.

c) Safety & Security – Ed Bryner, Chairperson- No report

d) By-Laws – Fred Berestecky, Chairperson

- Mr. Berestecky reported to the board that the By-Laws committee met on August 18, 2021, to continue the process of amending and bringing the 2014 By-Laws up to current. Mr. Berestecky asked the board for any language or suggestions for when it comes to voting virtually to place in the By-laws. We are aiming to have a final set of amended By-laws for you to review by September 23, 2021, regular Board of Directors meeting so it can be voted on for adoption at the October 28, 2021 regular Board of Directors meeting. He then referred to Mr. Fisher to speak about the meeting. As going over the 2014 By-laws we found several items that needed clarification and other items that we discussed and fixed in the current set of by-laws which was provided to each board member present.
  - a) Mr. Fisher stated the main items that are currently being updated or amended are highlighted in yellow for your reference. The main items we are updating are:
    1. Intermittent issues with quorum and board member attendance.
    2. Roles and duties of executive board also, roles and duties of the different committees.
    3. Current methods of communication between the authority and members when it comes to meeting notifications and other notices. (Email, phone, etc.).
    4. How we count participation for meetings when it comes to members of the board attendance and voting via Zoom, Microsoft teams or other electronic methods.
    5. Also, working to clarify and correct any other items in the current 2014 by-laws.
  - Mr. Fisher then stated if you have any questions or concerns, please feel free to contact myself or Mr. Berestecky.

e) Capital/Construction – Chris Carroll, Chairperson

- Mr. Carroll reported to all members present the Bus Wash Procurement-Bid Results. A request for quotes for the replacement of the existing bus wash system was released of 6/30/2021. Notice of this procurement was published in 3 newspapers and on the MMVTA website and Facebook pages. No vendors were found on the DBE website. One bid document was sent as listed in the Vendor file. Nine bid documents in total were sent after public notices were published. One bid proposal was received by the due date of 8/11/21 by 12:00 p.m.
- MMVTA staff reviewed the bid received to ensure compliance. A summary of this bid review is contained in **Attachment I.9.e** in the agenda packet. The bid submitted met all the requirements and determined that there was sufficient notice and participation needed in order to accept this single bid. It is recommended to award this project to Westmatic Corporation.

- A discussion ensued and questions were posed by board members and answered by staff regarding specifics of the proposed bus wash system and procurement.
- Mr. Carroll made a motion to award a contract to replace MMVTA's existing bus wash system to Westmatic Corporation of Buffalo, NY in the total amount of \$288,990.00. This award will be paid with Federal, State and Local Capital funds. Mr. Bryner seconded the motion. Motion Carried.

## 10. REPORTS OF ADMINISTRATIVE PERSONNEL

### a.) Executive Director

- Mrs. Seman reported to the board that the mask mandate for public transportation per FSA (Federal Security Administration) has been extended to January 18<sup>th</sup>, 2022. Mrs. Seman showed a poster that will be placed on the buses and at the shelters to alert our riders of this change.
- The California University Park and Ride project has begun. Mrs. Seman stated the shelter is receiving a pilot LED sign to show TraXter and ads.
- Mrs. Seman stated to the board that the Local 3 and Weekender 1 have started their new stops, this was effective August 14<sup>th</sup>, 2021. Also, on August 16<sup>th</sup> the Cal Commuter, Vulcan flyer and the Express 1 & 2 towards Pittsburgh have resumed.

### b.) Marketing

- Ms. Dochenetz reported to the board that herself and Mrs. Seman had an information booth set up at California University Monday August 23<sup>rd</sup> through Wednesday August 25<sup>th</sup> for students, faculty, and staff. There were TraXter flyers available as well as schedules. They gave candy, sunglasses, and earbuds in hopes of boosting ridership and getting those incoming freshmen more familiar with the bus routes.

## 11. REPORT OF THE SECRETARY

- Mr. Naccarato read to all present a thank you letter from MARC (Monongahela Area Revitalization Corporation), thanking us for our donation towards the "on your MARC" 5K Run/Walk.

## 12. OLD BUSINESS

- Mr. Berestecky addressed to the board that in September of 2020 we talked about placing a stop at the Spartan Health Complex located in Monongahela. At that time, we had approved to table the discussion until September of 2021. Mr. Berestecky then asked if we could table this discussion again until March of 2022 due to the Covid 19 pandemic
- Mr. Carroll requested a motion to table the discussion of a stop location at Spartan Health complex, Monongahela until March of 2022. Mr. Berestecky made the motion. Mr. Eckert seconded the motion. Motion Carried.

## 13. NEW BUSINESS.

#### 14. ADJOURNMENT

- Mr. Carroll asked if there were any further business to discuss. There being none, Mr. Carroll requested a motion to adjourn. Mr. Berestecky made the motion to adjourn. Mr. Furlong seconded the motion. Motion Carried.

The meeting adjourned at 7:11 PM

#### **REMINDER:**

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

**THURSDAY September 23 AT 6:00 PM**

THANK YOU FOR ATTENDING