

**MID MON VALLEY TRANSIT AUTHORITY  
1300 MCKEAN AVENUE  
CHARLEROI, PA 15022  
September 23, 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 16 members present at 6:00 PM, there was a quorum.

**Members Present:**

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

**Members Absent:**

John Lorenzo  
Jeremy Hepple  
George Eckert

**Staff Present:**

Ashley Seman  
Nancy Basile  
Aeriel Dochenetz  
Beth O'Neil

**Others Present:**

Marc Roncone, MV Zoom  
Blane Black, ESQ.

4. Mr. Carroll inquired if there were any additions or corrections to the Board of Director's Meeting Minutes of August 26, 2021, as mailed/emailed.
  - Mr. Carroll asked for a motion to approve the minutes for the August 26, 2021, meeting, as mailed/emailed. Mr. Kennedy made the motion. Ms. Davis seconded the motion. Motion Carried.
5. Public Forum: - No report

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 68,455.00; Revenue Vehicle miles were 56,715.00; Actual Vehicle Hours were 3,903.07; and the Revenue Vehicle Hours were 3,361.73.
  - Mr. Roncone also reported that there were 4 Incident w/out injury; 0 incident with injury; 2 accident w/out injury; 0 accidents with injury; 0 security issue; 3 valid complaints. 2 compliments. He also reported on 4 road calls; 4 major mechanical failure; and 3 other mechanical failures.
  - Mr. Roncone reported to the board that there are 2 positive cases of Covid at the bus facility.
  - See **Attachment I.6** for further detail, provided in the agenda packet.

7. CHAIRMAN'S REPORT

a.) Mr. Carroll reported that MMVTA received another CNG Fuel Rebate in the amount of \$78,629.16. This rebate is received through the Department of Environmental Protection. MMVTA receives \$.50 for every GGE (gallon gas equivalent) used.

- Mr. Carroll stated to all present one of the sections in the By-Laws that we are currently working on are the different committees and the duties of each committee. Also, the duties of each committee member. No real decisions are made during these committee meetings. It is a time to gather information and do research on the topics at hand. The committee then brings all findings, recommendations, and research to the board for open discussion and then decisions can be made on how to proceed at that time.

8. TREASURER'S REPORT

a). Ms. Zeletski reported that the Finance Management Committee was sent the finance report the week of August 6th, 2021, and referred all members present to **Attachment I.8.a.** in their agenda packets.

- The total bills for this month amount to \$365,649.11 in Operating Expenses and \$92,973.35 in COVID Expenses. (Including 2 larger purchases: A large ride on floor scrubber in the amount of \$25,765.00, for the maintenance facility and a partial deep cleaning of the Cal U shelter in the amount of \$5,844.00 as part of the shelter renovation project.)
- MMVTA has received reimbursement of Covid funds expended in the 1<sup>st</sup> quarter of FY 21-22 in the amount of \$201,406.00.
- Capital Expenditures for this month include:
  - Scheidt & Bachman- Quarterly farebox warranty payment of \$9,848.75 (federal and local capitol funds)
  - Tri-State Security- Electric & upgrades work to the camera electrical system at the N. Charleroi Park & Ride due to water damage in the amount of \$16,336 (rental account)
  - Swede Construction- Cal U shelter renovations (50% completion) in the amount of \$13,606 and an electrical upgrade for the electronic sign (80% completion) in the amount of \$11,840 from the rental account.

- Ms. Zeletski made a motion to accept this month's Financial Report and approve payment of the same. Mr. Naccarato seconded the motion. Motion Carried.

## 9. COMMITTEE REPORTS

- a) Human Resources – Carrie Zeletski, Chairperson
- Ms. Zeletski reported the HR Committee met on Tuesday Sept 21<sup>st</sup> at 5:30pm. The committee is giving the recommendation to give the Administrative Staff a 3% salary increase effective 10/1/2021.
    1. Ashley Seman will increase from \$65,000 to \$66,950
    2. Nancy Basile will increase from \$60,255 to \$62,063
    3. Aerial Dochenetz will increase from \$38,625 to \$39,784
    4. Beth O'Neil will increase from \$31,500 to \$32,445
  - Ms. Zeletski made the motion to approve the 3% salary increase as stated for Administrative Staff effective 10/1/2021. Mr. Furlong seconded the motion. Motion carried.
- b) Steering Committee — Devlin Fisher, Chairperson
- Mr. Fisher reminded the board the meeting with the County Commissioners will be held this Wednesday, September 29<sup>th</sup> at 2:00pm.
- 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 September 21, 2021 at 5:00pm, to continue the process of amending and bringing the 2014 By-Laws up to current. There are a few more things to go over with our solicitor present, we did do a final draft on Article 4, Section 1(page 7)- Regular meetings, which was passed out for the boards review. Mr. Berestecky stated that if anyone has any questions to please let him know. They would like to schedule another meeting to complete the By-Laws review. We will bring all recommendations and changes to the board for discussion and then go from there.
  - A discussion ensued and questions were posed by board members and answered by our solicitor Mr. Black Esq. on the specific changes to the Sunshine Law.
    - How the agenda is to be as specific and detailed as possible.
    - Things should be clearly marked for voting or discussion on the agenda.
    - Public posting of the agenda is to be 24 hours prior to meeting.
    - The new changes came into effect August 31, 2021.
- e) Capital/Construction – Chris Carroll, Chairperson- No report

## 10. REPORTS OF ADMINISTRATIVE PERSONNEL

- a.) Executive Director
- Mrs. Seman reported to the board on several MMVTA Project Updates.
    - There are two new display cases at the Transit Authority, one in the Lobby and the other is outside by the schedules.

- Cal U shelter project is right on schedule. It has been painted and the roof will be replaced soon. Also, this shelter will feature USB Port Station as well.
- The exterior painting of the Transit Center has started. This week they power washed and began painting.
  
- Mrs. Seman updated the board on the progress of the Bus Wash System. A letter to proceed has been sent to start the Bus Wash Replacement. The Vendor has put in the order for the equipment that is needed.

b.) Marketing

- Ms. Dochenetz reported to the board there is an increase in ridership from July to August. There has been an approximate 30% increase from 11,373 to 14,749.

11. REPORT OF THE SECRETARY – No report

12. OLD BUSINESS- No Report

13. NEW BUSINESS. - No report

14. ADJOURNMENT

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

The meeting adjourned at 7:02 PM

**REMINDER:**

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

**THURSDAY October 28 AT 6:00 PM**

THANK YOU FOR ATTENDING