

**MID MON VALLEY TRANSIT AUTHORITY  
1300 MCKEAN AVE  
CHARLEROI, PA 15022  
April 24, 2025  
MINUTES OF REGULAR BOARD MEETING**

1. CALL TO ORDER – Chairman – 6:00 PM
2. PLEDGE TO THE FLAG – Chairman
3. ROLL CALL – Secretary

There being 15 members present at 6:00 PM, there was a quorum.

**Members Present**

Bernie Bandini  
Ed Bryner  
Devin DeRienzo  
Diann Donaldson  
George Eckert  
Fred Exley  
William Furlong  
John Habel III – Teams  
Timothy Herd  
Frank Kennedy  
Cathy Martini  
Fred Naccarato  
Scott Nedrow  
Rik Pankiewicz  
Nancy Williamson

**Members Absent:**

Mark Boyle  
Chris Carroll  
Daniel Komacek

California, Fayette City & Coal Center (awaiting member appointments).

**Staff Present:**

Ashley Seman  
Nancy Basile  
Ariel Dochenetz  
Stephanie Lee  
Michael Perry

**Others Present:**

Marc Roncone, MV Transportation  
Blane Black, Solicitor

4. Chairman Eckert inquired if there were additions or corrections to the March 27, 2025, Board Meeting Minutes? Hearing none, Chairman Eckert asked for a motion to approve the minutes of the March 27, 2025, Board Meeting. Mr. Pankiewicz made the motion to approve the minutes. Mr. Bryner seconded the motion. Motion carried.

5. PUBLIC FORUM – None.

6. REPORT FROM THE CARRIER – MV Transportation, Inc., Marc Roncone

- a. Mr. Roncone reported an average on-time performance of 96% for March 2025, with a year-to-date average of 96%.
- b. Mr. Roncone reported on fixed route service for the month of March 2025 as follows: Actual Vehicle Miles were 80,680.00; Revenue Vehicle Miles were 67,362.00; Actual Vehicle Hours were 4,549.80; and the Revenue Vehicle Hours were 4,027.06.
- c. Mr. Roncone also reported there were 0 incidents without injury; 0 incidents with injury; 2 accidents without injury; and 0 accidents with injury. Mr. Roncone stated that there were 0 security issues; 3 valid complaints; and 0 compliments.
- d. Mr. Roncone also informed the Board that there were 3 road calls; 26,893.00 miles between road failures; 9 major mechanical failures; and 15 other mechanical failures.
- e. Mr. Roncone provided an update on maintenance performance in March 2025, stating that all 13 preventative maintenances were performed on time.
- f. See **Attachment I.6** for further details, provided in the agenda packet.

7. CHAIRMAN'S REPORT

- a. Chairman Eckert announced MMVTA's participation in National Get on Board Day with a "Get on Board and Win" Ride & Win Contest. Riders traveling April 23–25 who post a photo using #GetOnBoardMMVTA will be entered to win transit passes, promotional items, and local gift cards.
- b. Chairman Eckert stated that he will contact California Borough to discuss appointing a representative to the MMVTA Board of Directors.
- c. Chairman Eckert asked the Board to consider amending Article 4, Section 1 of the current By-Laws. The current By-Laws state that regular meetings of the Authority shall be held on the fourth Thursday of each month at 6:00 PM ET at the office of the Authority. Chairman Eckert proposed changing the meeting time to 5:00 PM ET and noted that a vote on the amendment will be held at the next Board of Directors meeting.

8. TREASURER'S REPORT

- a. Mr. DeRienzo reported that the Finance Management Committee was sent a finance report to review the bills contained in the agenda packet under **Attachment I.8.a.**
  - i. Mr. DeRienzo reported that the total bills for April amounted to \$500,712.26 in Operating Expenses.
  - ii. Mr. DeRienzo reported that the Capital Expenditures for the month of April were:

1. \$2,614.00 payable to David Davis Communications for half down on Farebox Cabling Equipment (Federal, State & Local Funds).
  2. \$87,120.00 payable to McGrew Construction for Maintenance Facility Fencing & Cameras (Federal, State & Local Funds).
  3. \$4,200.00 payable to DC Electric for Balance Due on Maintenance Facility LED Upgrades (Federal COVID Funds).
- iii. Mr. DeRienzo made a motion to accept April's Finance Report and approve payment of the same. Ms. Martini seconded the motion. Motion carried.
- b. Mr. DeRienzo stated that the Capital Projects list follows the Finance Report and is found in **Attachment I.8.b** of the agenda packet for review.
- i. Mrs. Lee updated the Board on the current Capital Projects:
    1. Mrs. Lee reported that weekly meetings with Genfare are ongoing to discuss progress on the Farebox System Project.
    2. Mrs. Lee reported that the Garage Parking Lot and Bus Wash Light Upgrades Project was completed on April 17, 2025.
    3. Mrs. Lee provided an update on the Transit Center roof, noting that representatives from Planet Roof and the warranty provider, Henry Carlisle, conducted a joint inspection. The Authority is currently awaiting further information following their assessment.
    4. Mrs. Lee announced that McGrew Construction is scheduled to begin work on the camera installation phase of the Maintenance Facility Security Fence and Gate Project on April 28, 2025.
    5. Mrs. Lee reported that MMVTA issued a Request for Proposal (RFP) for the Systemwide Fixed Route Study and subsequently held a pre-proposal conference attended by several interested parties. A total of eight proposals were received; one was disqualified due to missing the required federal clauses. The remaining seven proposals were deemed responsive and met all technical requirements. An Evaluation Committee, composed of MMVTA and MV Transportation staff, conducted a thorough review of the proposals, evaluating them based on responsiveness, technical approach, and alignment with MMVTA's goals. The Committee decided not to shortlist any proposers and only addressed one question with Michael Baker International to clarify the proposed project timeline. Each reviewer submitted detailed feedback, emphasizing areas such as public outreach strategies, work plans, relevant experience, and how each proposal aligned with MMVTA's objectives.

The committee convened to discuss these evaluations and reached a consensus on the award recommendation. The Evaluation Committee recommends awarding the contract for the Systemwide Fixed Route Study to Michael Baker International, located in Moon Township, PA, in the amount of \$219,420.01. Additionally, the Committee recommends exercising the option to include a Fare Structure Study for \$30,000, bringing the total recommended contract award to \$249,420.01, to be funded through Federal and Local Capital Funds. Mr. Furlong made a motion to approve the Systemwide Fixed Route Study award to Michael Baker International. Mr. Naccarato seconded the motion. Motion carried.

## 9. COMMITTEE REPORTS

- a. Finance Management – Scott Nedrow, Committee Chair
  - i. Mr. Nedrow directed the Board's attention to **Attachment 9.a.i** in the agenda packet for review of the FY 2025–2026 Operating and Capital Budgets. He noted that the budgets had been presented to the Finance Management Committee on April 8, 2025, for review and feedback. After inviting questions or comments and receiving none, Mr. Nedrow recommended increasing the allocation for Marketing and Advertising. With no further discussion, Mr. Nedrow made a motion to approve the Mid Mon Valley Transit Authority's FY 2025–2026 Operating and Capital Budgets as presented, covering the period from July 1, 2025, to June 30, 2026. Mr. Pankiewicz seconded the motion. Motion carried.
- b. Human Resources – Cathy Martini, Committee Chair
  - i. Ms. Martini announced that a Human Resources Committee meeting is scheduled for April 29, 2025, at 5:00 PM EDT at the Transit Center. The meeting will focus on employee evaluations and proposed wage increases.
- c. Planning & Steering Committee – Timothy Herd, Committee Chair – No report.
- d. Safety & Security – Ed Bryner, Committee Chair
  - i. Mr. Bryner reported that the lights on the shelter at the Transit Center are currently not functioning. Mrs. Seman responded that the issue is due to a dead battery, which will be replaced with a new one.
  - ii. By-Laws – Daniel Komacek, Committee Chair – No report.

## 10. REPORTS OF ADMINISTRATIVE PERSONNEL

### a. Executive Director

- i. Mrs. Seman announced that National Transportation Week will take place from May 12, 2025 to May 16, 2025. She emphasized that this is an opportunity to show appreciation to riders and highlight the essential role public transit plays in the community. During the week, MMVTA will distribute promotional items to passengers and visit several high-traffic shelter locations to engage with riders and personally thank them for their continued support.
- ii. Mrs. Seman announced a new opportunity for MMVTA to serve as a work site for Southwest Training Services, Inc. She explained that the program offers a six-week summer work experience for youth ages 14–24, running from June 16, 2025, to July 25, 2025, with participants eligible to work up to 32.5 hours per week. As a designated work site, MMVTA would provide participants with meaningful tasks designed to offer real-world experience while supporting agency operations. Potential responsibilities may include observing daily transit functions, assisting with rider outreach, and performing general administrative duties. Mrs. Seman emphasized that this initiative presents a valuable opportunity to invest in local youth and introduce them to career pathways in public transportation.

### b. Marketing

- i. Mrs. Basile announced that the Cal Commuter route will end on May 2, 2025, and the Vulcan Flyer route will end on May 3, 2025. She noted that service for the Vulcan Flyer will resume on August 23, 2025, and the Cal Commuter will resume on August 25, 2025.

### c. Operations

- i. Mrs. Lee reported that she, along with Mrs. Seman and Ms. Basile, will be attending the PPTA Conference in Lancaster from May 12, 2025, to May 15, 2025. She noted that an update on the conference will be provided at the May Board of Directors Meeting.
- ii. Mrs. Lee informed the Board that as of April, seasonal landscaping, mowing, and winter cleanup activities have commenced at all MMVTA locations.

### d. Finance & Funding

- i. Ms. Basile provided an update on Local Match matters, reporting that she and Mrs. Seman met with PennDOT on April 9, 2025, to discuss several challenges. Key topics included the need for backup documentation to accompany Local Match requests, and the requirement for an audited paper trail when using carry-over Local Match funds from prior years. PennDOT emphasized that a formal Board resolution must be passed to authorize the use of such funds for operating assistance rather than other projects.

Ms. Basile also noted that letters must be sent to all contributing communities to inform them that MMVTA intends to use carry-over funds to address current shortfalls. The meeting also covered the classification of PennWest Vulcan Flyer funds as farebox revenue. Ms. Basile inquired whether these funds could be used to cover operating shortfalls, and while PennDOT indicated it may be possible, it would likely require the same process as Local Match carry-overs.

- ii. Ms. Basile informed the Board that resolutions are still needed from Stockdale and Monessen. She also issued a reminder that Local Match contributions for the current fiscal year are due by June 30, 2025, from the following municipalities: Allenport, Carroll Township, Monessen, New Eagle, North Charleroi, and Stockdale.
- iii. Ms. Basile stated that MMVTA plans to reassess the method for calculating Local Match following the completion of the Systemwide Route Study.

#### 11. REPORT OF THE SECRETARY

- a. Mr. Naccarato reminded Board Members that the 2024 Statements of Financial Interest forms must be submitted by May 1, 2025.
- b. Mr. Naccarato read a resignation letter from Mr. Komacek, the Fallowfield Township representative on the MMVTA Board of Directors. He noted that a letter is being sent to Fallowfield Township requesting the appointment of a new representative.

#### 12. OLD BUSINESS – None.

#### 13. NEW BUSINESS

- a. Mrs. Seman directed the Board to **Attachment 1.13.a** in their agenda packets, which included a resolution to approve a Contract Award for Renewable Natural Gas (RNG) Tax Credits. She explained that Trillium Transportation Fuels, LLC proposed an agreement in which MMVTA would receive ten percent of the RIN (Renewable Identification Number) value, with revenue generated as Compressed Natural Gas (CNG) is consumed and RINs are retired. Mr. Bryner made a motion to approve the Contract Award with Trillium Transportation Fuels, LLC. Mr. Herd seconded. Motion carried.
- b. Mrs. Seman presented the newest "Transit Tidbits" video about Compressed Natural Gas (CNG).
- c. Member Community Updates
  - i. Mr. Furlong noted that preparations for the Veterans Day Parade are underway.
  - ii. Chairman Eckert announced that the Monongahela Fleatique is scheduled for June 7, 2025, and that the Monongahela Farmers Market will begin on June 13, 2025.

14. ADJOURNMENT

- a. Chairman Eckert asked if there were any further business to discuss? There being none, Chairman Eckert asked for a motion to adjourn. Mr. Furlong made the motion. Ms. Williamson seconded the motion. The meeting adjourned at 7:11 PM.

**REMINDER:**

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

**THURSDAY, MAY 22, 2025, AT 6:00 PM**

YOUR ATTENDANCE IS APPRECIATED!