

**MID MON VALLEY TRANSIT AUTHORITY**  
**1300 MCKEAN AVE**  
**CHARLEROI, PA 15022**  
**August 24, 2023**  
**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 17 members present at 6:00 PM, there was a quorum.

**Members Present**

Diann Donladson  
Chris Carroll – Zoom  
George Eckert  
Sandy Davis  
Bernie Bandini  
Earl Doman  
Frank Kennedy  
Devlin Fisher  
Devin DeRienzo  
Fred Exley  
Timothy Herd  
Fred Naccarato  
Rik Pankiewicz  
William Furlong  
Ed Bryner  
Mark Boyle  
Fred Berestecky

**Members Absent:**

John Habel III

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

**Staff Present:**

Ashley Seman  
Nancy Basile  
Aeriel Dochenetz  
Stephanie Lee  
Michael Perry

**Others Present:**

Marc Roncone, MV Transportation  
Blane Black, Solicitor

4. Chairman Fisher inquired if there were additions or corrections to the July 27, 2023 Board Meeting Minutes? Hearing none, Chairman Fisher asked for a motion to approve the Minutes of the July 27, 2023 Board Meeting. Mr. Bryner

made the motion to approve the minutes. Mr. Exley seconded the motion. Motion carried.

5. PUBLIC FORUM – None.

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

- a. Mr. Roncone reported on fixed route service for the month of July 2023 as follows: Actual Vehicle Miles were 66,010.00; Revenue Vehicle miles were 53,898.00; Actual Vehicle Hours were 3,834.78; and the Revenue Vehicle Hours were 3,243.28.
- b. Mr. Roncone also reported on 1 incident without injury; 1 incident with injury; 0 accidents without injury; and 0 accidents with injury. Mr. Roncone stated that there were 0 security issues; 3 valid complaints; and 1 compliment.
- c. Mr. Roncone also informed the Board that there were 7 road calls; 9,430 miles between road failures; 7 major mechanical failures; and 4 other mechanical failures.
- d. Mr. Roncone also updated the Board on riders to Spartan, Speers Industrial Park and Gabe's Plaza.
- e. Mr. Roncone noted and discussed a summary of the commuter route ridership which includes only stops in downtown Pittsburgh. Mr. Roncone noted that there is a decrease in Downtown Pittsburgh Boardings and a decrease in Downtown Pittsburgh Alights over that which was experienced last year.
  - i. Mr. Berestecky asked for the percentage difference of ridership between now and pre-COVID. Mr. Roncone advised that the numbers wouldn't be comparable due to most companies that haven't brought their employees back into brick-and-mortar offices.
  - ii. Mr. Furlong asked if there is Carry-On Policy literature on the buses? Mr. Roncone advised that there is not due to audio messages that automatically play on the bus, which advises riders of the Carry-On Policy when approaching big stores such as Walmart.
  - iii. Mr. Furlong asked if audio messages now play which advises riders to avoid walking in front of the bus when exiting? Mr. Roncone advised that yes, the message now plays.
- f. See **Attachment I.6** for further details, provided in the agenda packet.

7. CHAIRMAN'S REPORT

- a. Chairman Fisher thanked everyone who was in attendance for the soft reopening of the North Charleroi Park & Ride on August 3, 2023.
  - i. Chairman Fisher showed appreciation for the Board's support and showed pictures of the event.

8. TREASURER'S REPORT

- a. Mr. Eckert 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. Eckert reported that the total bills for August amounted to \$437,602.88 in Operating Expenses and \$79,672.71 in COVID Expenses.
    - 1. Mr. Eckert stated that MMVTA has received reimbursement for the remainder of COVID Expenses expended in the final 4<sup>th</sup> quarter of FY 22-23 in the amount of \$23,127.00.
  - ii. Mr. Eckert reported that the Capital Expenditures for the month of August were:
    - 1. \$5,863.68 payable to A Plus Repair for Storage Facility Concrete Cleaning & Repair (Federal, State & Local Funds)
    - 2. \$31,933.24 payable to American Seating for Bus USB Ports (Federal, State and Local Funds)
    - 3. \$3,240.00 payable to McGrew Construction for Transit Center Window Cleaning (Federal COVID Funds)
    - 4. \$10,448.54 payable to Scheidt & Bachmann for Farebox System Warranty (Federal & Local Funds)
    - 5. \$26,400.00 payable to National Painting Contractors for Transit Center & Storage Facility Painting (Federal COVID Funds)
  - iii. Mr. Eckert made a motion to accept August's Finance Report and approve payment of the same. Ms. Davis seconded the motion. Motion carried.
  - iv. Mr. Eckert reported that MMVTA has received 9 buses and will need to make a 90% conditional acceptance payment in the amount of \$4,717,107.00. Mr. Eckert added that this check will be cut once funds are received.
- b. Mr. Eckert 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 current capital projects.
    - 1. 8 new CNG buses have been delivered and the 9<sup>th</sup> is currently on the way. The remaining 3 are still in production.
    - 2. Desak's Plumbing is still waiting for parts to complete the grinder pump replacement at the Maintenance Facility.
    - 3. Concrete repairs and power washing of the Storage Facility walls was completed on August 11, 2023.
    - 4. Replacement window shades for the Transit Center have been ordered.
    - 5. Exterior window cleaning at the Transit Center was completed by McGrew Construction on August 9, 2023.
    - 6. 3 bids were received for the replacement of flooring at the Transit Center and Storage Facility. McGrew Construction bid \$85,909.00, Robert Hannan Flooring bid \$88,916.22 and National Painting Contractors bid \$169,108.00. The project

has been awarded to the lowest bidder, McGrew Construction.

7. On October 2, 2023, McGrew Construction will begin replacing the deteriorating caulking around the lobby windows at the Transit Center.

## 9. COMMITTEE REPORTS

### a. Human Resources – Fred Exley, HR Committee Chair

- i. Mr. Exley advised the Board that the Human Resources Committee met on August 15, 2023, and provided updates.

1. The committee brought forward a tabled motion from June regarding adding 2 floating holidays for MMVTA staff. The committee made a motion to move forward and ask for the Board to support adding the 2 floating holidays. Chairman Fisher asked for a motion to approve. Ms. Donaldson made the motion to approve. Mr. Naccarato seconded the motion. Chairman Fisher then opened the floor for discussion.
  - a. Mr. Carroll brought up concerns regarding adding more non-productive hours for staff and suggested taking away the current 13 holidays and reinstating 11 federal holidays and the 2 new floating holidays.
  - b. Mr. Berestecky made a motion to table the decision on adding 2 floating holidays.
  - c. Chairman Fisher asked if there were any further discussions on the current motion to approve 2 floating holidays? There being none, Chairman Fisher moved to close discussion and asked Ms. Donaldson if she agreed to table the motion until after the HR Committee meets again. Ms. Donaldson did not agree.
  - d. Chairman Fisher then called for a vote to approve 2 new floating holidays for MMVTA staff. 6 voted in favor. 9 opposed. The motion died.
2. Chairman Fisher asked for a motion to table adding 2 new floating holidays back to the HR Committee for further discussion. Mr. Berestecky made the motion. Mr. Boyle seconded. Chairman Fisher then called for a vote on the motion. 14 voted in favor. 3 opposed. Motion carried.
3. Mr. Exley advised the Board that MMVTA's consultant made suggestions for edits to the 10-year-old Personnel Policies & Procedures. Mrs. Seman added she would like to discuss those changes during the next HR Committee meeting and then move forward with updating the policies.

### b. Steering Committee – Timothy Herd, Chairperson

- i. Mr. Herd advised the Board that the Steering Committee met on July 31, 2023, at 5:30 PM.

- ii. Mr. Herd stated that he opened the meeting and began a discussion on the need for an electric charging station at one of the MMVTA Park & Ride lots and if it would benefit the Authority and their customers.
    - 1. It was agreed that if grants could be secured, it would not hurt to consider such a purchase.
    - 2. There is a concern with the cost of maintaining the equipment once installed and if it would financially benefit or burden MMVTA.
    - 3. The committee agreed that it should only be placed in a member community.
    - 4. The committee thought it was best to investigate the costs for this further and decide in the future when additional information is available.
    - 5. Mr. Herd stated that Mr. Pankiewicz was going to see if Carroll Township had any input on costs and maintenance associated with their charging station.
  - iii. Mr. Herd updated the Board on other items discussed.
    - 1. The committee discussed if there were any plans for an event when the 12 new CNG buses arrive.
    - 2. Feasibility of latches on bus seats to fasten a baby carrier.
    - 3. Infant changing tables in the public restroom at the Transit Center.
    - 4. Alternate sales outlets wherein customers can purchase MMVTA fare products. The suggestion was made to contact Giant Eagle since they are under new management to see if they would consider reinstating MMVTA product sales at the Fisher Heights and Finleyville locations. Also, staff are to ensure that there are signs at the current locations which note that MMVTA fare products can be purchased there.
    - 5. Solar panels for MMVTA facilities.
    - 6. Discussed the possibility of contacting Union Township and Finleyville to see if there are interested in supporting MMVTA. The committee would like to receive Board input.
  - iv. Ms. Basile notified the committee that the request was submitted for Westmoreland County's 2024 local match, which was due July 21, 2023, and that Washington County's request was just submitted.
  - v. Mr. Herd updated the Board that the Steering Committee meeting adjourned at 7:13 pm and is currently looking to hold their next meeting sometime in September.
- c. Safety & Security – Ed Bryner, Chairperson
  - i. Mr. Bryner advised the Board that each year, MMVTA's Public Transportation Agency Safety Plan must be reviewed to ensure compliance and to revise our safety performance targets. Attached to the Agenda under I.9.c, are the revised 2023 Goals to be

included in Section 3.1 of the current Plan as Version 5. This information was also sent to the Safety & Security Committee for review on August 11, 2023.

1. Mr. Pankiewicz made the motion to approve the inclusion of the revised safety performance targets in the MMVTA Public Transportation Safety Plan, Version 5, as presented. Mr. Furlong seconded. Motion carried.
- d. By-Laws - Fred Berestecky, Chairperson
  - i. Mr. Berestecky stated that MMVTA's solicitor and consultant have reviewed the By-Laws and made recommendations. Mr. Berestecky then asked that By-Laws meet again in September to go over the recommendations and revise the By-Laws.
- e. Capital/Construction – Chris Carroll, Chairperson – No report.

## 10. REPORTS OF ADMINISTRATIVE PERSONNEL

- a. Executive Director
  - i. Mrs. Seman updated the Board that MMVTA finished in the top 5 nominated for the Best of the Best Award – Best Overall Business Mon Valley. Ms. Seman stated that MMVTA is excited to move forward into the voting phase and asked the Board for their support during the voting period, September 22 through September 29, 2023.
- b. Marketing
  - i. Ms. Dochenetz stated that MMVTA attended the Commuter Event on PennWest Campus on August 18, 2023 and set up an information booth for students, faculty and staff on August 21 and August 22, 2023 at the Natali Student Center. MMVTA gave out candy, sunglasses, and screen cleaners as well as schedule information so that incoming freshman can be more familiar and comfortable with the bus routes.
  - ii. Ms. Dochenetz also updated the Board that MMVTA attended the Welcome Back Festival for Charleroi School District on August 23, 2023, for community outreach and supporting both parents and students.
  - iii. Ms. Dochenetz advised that MMVTA is seeing great results with using Canva for our social media posts. Since MMVTA started using Canva, there has been an increase of 188.7% in Facebook reach, a 30.1% increase of Facebook visits and a 50% increase in new likes and follows.
  - iv. Ms. Dochenetz notified the Board that there will be no bus service and administrative offices will be closed on September 4, 2023 in observance of Labor Day.
- c. Operations
  - i. Mrs. Lee updated the Board that MMVTA received about 40 replies to the Commuter A Survey and that most are in favor of adding a additional Commuter A runner on Saturday and Sunday.

11. REPORT OF THE SECRETARY – No report.

12. OLD BUSINESS – None.

13. NEW BUSINESS

- a. At this time, Chairman Fisher inquired as to if there were any community updates from Board Members?
  - i. Mr. Exley stated that the Belle Vernon Rotary 3<sup>rd</sup> Annual Regatta at Cedar Creek Park will take place the weekend of August 26, 2023 from 11 AM until 4 PM. Mr. Exley advised that there will be a Paddle Parade, Duck Race and Kid Zone for the children.
  - ii. Mr. Eckert updated the Board that the gazebo by Monongahela Manor is going to receive a new roof and that the bottom will be sanded and stained.
  - iii. Mr. Berestecky reminded the Board that the Donora Smog Museum is sponsoring an event being held in Donora the weekend of August 26, 2023. Mr. Berestecky stated that there will be vendors and fireworks.

14. ADJOURNMENT

- a. Chairman Fisher asked if there were any further business to discuss? There being none, Mr. Bryner made the motion to adjourn. Mr. Furlong seconded the motion. Motion carried.
- b. The meeting adjourned at 7:05 PM.

**REMINDER:**

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

**THURSDAY, SEPTEMBER 28, 2023, AT 6:00 PM**

YOUR ATTENDANCE IS APPRECIATED!