

**MID MON VALLEY TRANSIT AUTHORITY  
1300 MCKEAN AVE  
CHARLEROI, PA 15022  
August 22, 2024  
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  
Mark Boyle  
Ed Bryner  
Chris Carroll  
Devin DeRienzo  
George Eckert  
William Furlong  
John Habel III  
Timothy Herd  
Frank Kennedy  
Daniel Komacek  
Cathy Martini  
Fred Naccarato  
Scott Nedrow  
Rik Pankiewicz

**Members Absent:**

Diann Donaldson  
Fred Exley

California, Fayette City & Coal Center (awaiting member appointments).  
Allenport (awaiting member swearing-in).

**Staff Present:**

Ashley Seman  
Nancy Basile  
Aeriel Dochenetz  
Stephanie Lee  
Michael Perry

**Others Present:**

Marc Roncone, MV Transportation

4. Chairman Eckert inquired if there were additions or corrections to the July 25, 2024 Board Meeting Minutes?
  - a. Mrs. Seman pointed out that a correction to the attendance record is needed, as Rik Pankiewicz was listed as present when he was absent.

- i. Chairman Eckert asked for a motion to approve the amended minutes of the July 25, 2024 Board Meeting. Mr. Boyle made the motion to approve the minutes. Mr. Carroll seconded the motion. Motion carried.

5. PUBLIC FORUM – None

6. REPORT FROM THE CARRIER

- a. Mr. Roncone reported on Average On-Time Performance for the month of June 2024 and July 2024 as follows: Average On-Time Performance was 93.00% in June and 94.00% in July with an average of 94.00% for 2024.
- b. Mr. Roncone reported on fixed route service for the month of June 2024 and July 2024 as follows: Actual Vehicle Miles were 68,882 in June and 72,142 in July; Revenue Vehicle miles were 55,932 in June and 58,570 in July; Actual Vehicle Hours were 3,903.79 in June and 4,105.00 in July; and the Revenue Vehicle Hours were 3,365.80 in June and 3,531.00 in July.
- c. Mr. Roncone also reported there were 2 incidents without injury in June and 3 in July; 1 incident with injury in June and 0 in July; 2 accidents without injury in June and 3 preventable accidents without injury in July; and 0 accidents with injury in June and July. Mr. Roncone stated that there were 0 security issues in June and 1 in July; 4 valid complaints in June and 1 in July; and 1 complement in June and 1 in July.
- d. Mr. Roncone also informed the Board that there were 4 road calls in June and 3 in July; 22,961 miles between road failures in June and 18,036 in July; 9 major mechanical failures in June and 6 in July; and 4 other mechanical failures in June and 9 in July.
- e. Mr. Roncone provided an update on maintenance performance in June and July 2024, stating that there were no overdue class preventative maintenances or individual preventative maintenances.
- f. See **Attachment I.6** for further details, provided in the agenda packet.

7. CHAIRMAN'S REPORT

- a. Chairman Eckert directed the Board's attention to the agenda, noting two updates that align with the current By-Laws: the "Steering Committee" has been renamed to "Planning & Steering Committee," and the Capital/Construction Committee has been removed and will be an ad-hoc committee as needed in the future.

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 August amounted to \$434,594.96 in Operating Expenses.

- ii. Mr. DeRienzo reported that the MMVTA has been reimbursed \$106,417.00 for the remaining COVID expenses from FY 2023-2024.
- iii. Mr. DeRienzo reported that the Capital Expenditures for the month of August were:
  - 1. \$3,900.00 payable to Moody & Associates for Speers Environmental Assessment (Capital Funds).
  - 2. \$10,762.00 payable to Scheidt & Bachmann for Farebox System Warranty (Federal & Local Funds).
- iv. Mr. DeRienzo made a motion to accept August's Finance Report and approve payment of the same. Mr. Furlong seconded the motion. Motion carried.
- v. Mr. DeRienzo asked Mr. Nedrow if he has anything to add from the Finance Management Committee.
  - 1. Mr. Nedrow requested a Finance Management Committee meeting to be held prior to the September Board of Directors meeting to discuss financials and for proactive planning.
- 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 that the RFP for the Farebox System Project was released July 15, 2024, and the Pre-proposal Conference was held on August 13, 2024.

## 9. COMMITTEE REPORTS

- a. Human Resources – Fred Exley, HR Committee Chair – No report.
- b. Planning & Steering Committee – Timothy Herd, Committee Chair
  - i. Mr. Herd stated that the Steering Committee met on August 6, 2024, at 5:30 PM EDT, and that the attendees toured the rental property formerly occupied by Van Beck Electric.
    - 1. After returning, the meeting commenced with a discussion on the future use of the rental property. The committee reviewed FTA guidance on the conditional use of federally funded property. The following decisions were made:
      - a. Solicitor Black will submit the necessary paperwork to request that Washington County waive property taxes for this section of the building, as it is currently unoccupied.
      - b. To determine the condition of the property, the MMVTA will need to have a Structural Engineer assess the property to ensure that it is safe and to make recommendations on:
        - i. The structural condition.
        - ii. Condition and status of HVAC system & utilities.
        - iii. Probability to rent as-is (tenant renovates) or renovate & rent.

- iv. Board up or tear down.
  - c. Mrs. Seman updated the Board that PennDOT will provide a Structural Engineer to assess the property.
  - d. Mr. Herd mentioned that Ms. Basile is gathering questions about the property to send to the FTA. If anyone has any questions, they should let her know.
- 2. Mr. Pankiewicz asked for a motion to file the property tax waiver for the rental property formerly occupied by Van Beck Electric. Mr. Bryner seconded the motion. Motion carried.
  - a. Solicitor Black made note that there will be an October hearing to attend regarding the tax waiver application.
- ii. Mr. Herd noted that the committee received information about increasing electric rates and that the MMVTA will need to decide when to lock in a rate.
- iii. Mr. Herd mentioned that the committee was provided information about MMVTA's request to Washington County for a local match for 2025. The MMVTA will be seeking a \$50,400 operating match, the same amount requested from Westmoreland County. Additionally, the MMVTA will request \$50,000 in capital match funding from Washington County for the Route Study.
  - 1. Mrs. Seman reported that the MMVTA has not yet received a response from the Washington County Commissioners concerning capital match funding for the Route Study.
- c. Safety & Security – Ed Bryner, Chairperson – No report.
- d. By-Laws – Daniel Komacek, Committee Chair – No report.

## 10. REPORTS OF ADMINISTRATIVE PERSONNEL

- a. Executive Director
  - i. Mrs. Seman introduced a new AI feature implemented by the MMVTA Administrative Office, called Otter.ai. This tool uses an AI meeting assistant to participate in online meetings, transcribing discussions in real time, recording audio, capturing slides, extracting action items, and generating meeting minutes.
  - ii. Mrs. Seman informed the Board that the staff visited the Monessen Senior Center to discuss the myStop Mobile app and Traxster, and to address any transit-related questions.
- b. Marketing
  - i. Mrs. Dochenetz announced that there will be no bus service, and the administrative offices will be closed on Monday, September 2, 2024, in observance of the Labor Day holiday.
- c. Operations
  - i. Mrs. Lee provided the Board the following Operations updates:
    - 1. Mrs. Lee mentioned that she took part in the PPTA Rodeo from August 3rd to August 5th, where she served as a judge for right turns.

2. Mrs. Lee stated that she will set up an information table at PennWest University on Friday, August 23rd, and August 26th to the 30th.
  - a. Mrs. Lee also informed the Board about the new PennWest Student fares, which now include free rides on the Vulcan Flyer Shuttle and half fare on all Local and Commuter routes for PennWest University students with a valid PennWest Student ID.
3. Mrs. Lee added that the MMVTA and MV Transportation will attend the PPTA Fall Conference on September 24<sup>th</sup> and 25<sup>th</sup>. The MMVTA and MV Transportation will be speaking to the conference about the Mobileye AI safety technology currently installed on MMVTA buses.

11. REPORT OF THE SECRETARY – No report.

12. OLD BUSINESS

- a. Mr. Furlong inquired about any updates regarding the Penn Highlands Hospital survey. Mrs. Seman responded that there have been no updates from Penn Highlands Hospital since the MMVTA completed the survey.
- b. Mr. Nedrow discussed rising traffic issues in local communities and the impacts it may have on bus operations.

13. NEW BUSINESS

- a. Member Community Updates
  - i. Chairman Eckert reminded the Board that there are only 2 weeks remaining for the Monongahela Farmers Market.
  - ii. Ms. Martini noted the need for a guest speaker at the Tri County Borough Association meeting on September 19, 2024, at the Elco Civic Center, scheduled for 7:00 PM EDT. Ashley has RSVP'd and will be attending and speaking alongside Ms. Basile.
  - iii. Ms. Martini informed the Board that the park dedication in honor of Sandy Davis in Roscoe was a success.
  - iv. Chairman Eckert announced that the annual town hall in Monongahela will be held on September 16, 2024, at 6:00 PM EDT at the Monongahela Fire Hall. The topic of discussion will be the impact of the dam removal near Elizabeth on the Monongahela River.

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. Martini seconded the motion. The meeting adjourned at 6:49 PM.

**REMINDER:**

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

**THURSDAY, SEPTEMBER 26, 2024, AT 6:00 PM**

YOUR ATTENDANCE IS APPRECIATED!