

MID MON VALLEY TRANSIT AUTHORITY
1300 MCKEAN AVE
CHARLEROI, PA 15022
January 25, 2024
MINUTES OF REGULAR BOARD MEETING

Directly prior to the Call to Order, the following Board Members were sworn-in by District Judge Porter to begin their terms of office: George Eckert (City of Monongahela); Timothy Herd (Speers Borough); Frank Kennedy (Elco Borough); and Mark Boyle (North Charleroi Borough).

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

There being 16 members present at 6:00 PM, there was a quorum.

Members Present

Bernie Bandini
Fred Berestecky
Mark Boyle
Ed Bryner
Chris Carroll
Devin DeRienzo
Earl Doman
Diann Donaldson
George Eckert
Fred Exley
Devlin Fisher
William Furlong
John Habel III
Timothy Herd
Frank Kennedy
Fred Naccarato

Members Absent:

Sandy Davis
Rik Pankiewicz

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

Staff Present:

Ashley Seman
Nancy Basile
Aerial Dochenetz
Stephanie Lee
Michael Perry

Others Present:

Blane Black, Solicitor
Marc Roncone, MV Transportation
Tim Hart, MV Transportation

At this time, Chairman Fisher introduced the MMVTA's Auditor, Mr. Mark Turnley, to present the FY 2022-2023 Audit to the Board. Mr. Turnley reviewed the audited financial statements and corresponding letters of discussion to those present and opened it to the floor for questions.

- Chairman Fisher asked Mr. Turnley what the biggest challenge the Authority faces within the next 3-5 years? Mr. Turnley answered that funding would be his biggest concern because the Authority has been receiving COVID supplements, which will be going away, then basic sources of revenue, such as fares, will be what's relied upon for projects like replenishing and upgrading vehicles.
- Mr. Habel pointed out that Fuel Expenses in 2022 are much smaller compared to other years and asked Mr. Turnley if the information was accurate. Mr. Turnley explained that the format was changed and the CNG Rebates received fell under a different line item from previous years. Mr. Turnley explained that the rebates will be put in as revenue for this year and retroactive for last year.
 - Mr. Habel asked why the summary doesn't reflect a smaller total for Fuel Expenses this year? Mr. Turnley explained that this year doesn't reflect the information because the current year's figures haven't been received yet.
 - Chairman Fisher asked Mr. Turnley if there were any other changes to categorizing line items or any other major changes? Mr. Turnley answered that there are not any other major changes.
- Chairman Fisher asked if Mr. Turnley recommends Cyber Security Training for each of the staff and Board Members? Mr. Turnley recommends Cyber Security Training for each of the staff, however, not for the Board Members as they do not have access to systems.
- Chairman Fisher asked Mr. Turnley if the addition of an Operation Coordinator was taken into consideration with meeting the internal controls of the audit. Mr. Turnley answered that yes, it was taken into consideration with meeting the internal controls.

Chairman Fisher thanked Mr. Turnley for presenting the Audit and asked for a motion to approve the Audited Financial Statements for FY 2022-2023. Mr. Eckert made the motion. Mr. Bryner seconded. Motion carried with 1 objection from Mr. Habel. A complete copy of the audited financial statement is available for inspection in the Authority office.

4. Chairman Fisher inquired if there were additions or corrections to the December 14, 2023, Board Meeting Minutes? Hearing none, Chairman Fisher asked for a motion to approve the Minutes of the December 14, 2023, Board Meeting. Mr. Carroll made the motion to approve the minutes. Mr. Furlong 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 December 2023 as follows: Actual Vehicle Miles were 69,524; Revenue Vehicle miles were 56,942; Actual Vehicle Hours were 4,027.15; and the Revenue Vehicle Hours were 3,476.31.
- b. Mr. Roncone also reported there were 0 incidents without injury; 0 incidents with injury; 1 preventable accident without injury and 1 non-preventable accident without injury; and 0 accidents with injury. Mr. Roncone stated that there were 0 security issues; 1 valid complaint; and 0 compliments.
- c. Mr. Roncone also informed the Board that there was 1 road call; 69,524 miles between road failures; 4 major mechanical failures; and 8 other mechanical failures.
- d. See **Attachment I.6** for further details, provided in the agenda packet.
 - i. Mr. Eckert asked Mr. Roncone if the new Commuter routes in Pittsburgh have started? Mr. Roncone answered that the new Commuter routes started on January 13, 2024.
 - ii. Chairman Fisher asked Mr. Roncone about who makes the determination on which plan to follow on MMVTA's Winter Weather Service Delivery Plan when snowfall occurs? Mr. Roncone explained that Mr. Hart, the Safety Manager, and Mr. Opfer, the Operations/Road Supervisor, travel out during snowfall to check road conditions and reports back to management who then make the determination which plan to follow.
 - iii. Chairman Fisher suggested to Mr. Roncone to have the terminology from the MMVTA Winter Weather Service Delivery Plan match the alerts being sent out to the public to avoid confusion.

7. CHAIRMAN'S REPORT

- a. Chairman Fisher thanked Judge Porter for attending the meeting to swear-in 4 community Board Members.
- b. Chairman Fisher shared with the Board that the 2024 Washington County Adopted Budget was released and the MMVTA will be receiving \$25,000 to assist in local match funds.
- c. At this time, Chairman Fisher asked for nominations to fill vacancies on the Executive Committee:
 - i. Chairman of the Board
 - 1. Mr. Naccarato nominated Mr. Devin DeRienzo, who turned down the nomination.
 - 2. Mr. Berestecky and Ms. Donaldson nominated Mr. George Eckert, who accepted the nomination.
 - a. With no other nominations, Chairman Fisher asked that there be a motion to close the nominations for Chairman of the Board and to let the record reflect an unanimous vote was cast for Mr. George Eckert. Mr.

Bryner made the motion. Mr. Exley seconded. Motion carried.

ii. Vice-Chairman of the Board

1. Mr. Herd and Mr. Eckert nominated Ms. Diann Donaldson, who accepted the nomination.

a. With no other nominations, Chairman Fisher asked that there be a motion to close the nominations for Vice-Chairman of the Board and to let the record reflect an unanimous vote was cast for Ms. Diann Donaldson. Mr. Berestecky made the motion. Mr. Kennedy seconded. Motion carried.

iii. Treasurer

1. Ms. Donaldson nominated Mr. Devin DeRienzo, who accepted the nomination.

a. With no other nominations, Chairman Fisher asked that there be a motion to close the nominations for Treasurer and to let the record reflect an unanimous vote was cast for Mr. Devin DeRienzo. Mr. Bryner made the motion. Mr. Naccarato seconded. Motion carried.

iv. Assistant Treasurer

1. Ms. Donaldson nominated Mr. Timothy Herd, who accepted the nomination.

a. With no other nominations, Chairman Fisher asked that there be a motion to close the nominations for Assistant Treasurer and to let the record reflect an unanimous vote was cast for Mr. Timothy Herd. Mr. Kennedy made the motion. Mr. Bryner seconded. Motion carried.

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 January amounted to \$386,986.07 in Operating Expenses and \$80,071.91 in COVID Expenses.

ii. Mr. Eckert notified the Board that the MMVTA has received reimbursement for COVID expenses expended in the second quarter of FY 23-24 in the amount of \$107,050.00.

iii. Mr. Eckert reported that the Capital Expenditures for the month of January were:

1. \$17,408.04 payable to RAM Industrial Services for Maintenance Facility Grinder Pump Equipment (Federal, State & Local Funds).

- 2. \$1,383.00 payable to Transit Information Products for On-Board Information Stations (State & Capital Funds).
 - iv. Mr. Eckert made a motion to accept January's Finance Report and approve payment of the same. Mr. Berestecky seconded the motion. Motion carried.
- 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. On January 25, 2024, Desak's Plumbing started work on replacing the Grinder Pump at the Maintenance Facility.
 - 2. Source Inc. completed Bus Radio training and the radio installations are scheduled to start on January 30, 2024.

9. COMMITTEE REPORTS

- a. Human Resources – Fred Exley, HR Committee Chair – No report.
- b. Steering Committee – Timothy Herd, Committee Chair
 - i. Mr. Herd updated the Board that the next Steering Committee meeting will be held on February 6, 2024.
- c. Safety & Security – Ed Bryner, Chairperson – No report.
- d. By-Laws – Fred Berestecky, Committee Chair
 - i. Mr. Berestecky made a motion to approve the revised By-Laws presented to the Board at the December 14, 2023, Board Meeting. Mr. Furlong seconded the motion. Motion carried.
- e. Capital/Construction – Chris Carroll, Chairperson – No report.

10. REPORTS OF ADMINISTRATIVE PERSONNEL

- a. Executive Director
 - i. Mrs. Seman shared a PowerPoint slideshow of the MMVTA's 2023 Year in Review.
 - 1. Mrs. Seman stated that she believes the MMVTA has a strong administrative team, Board of Directors as well as a safe and reliable contractor, MV Transportation.
 - 2. Mrs. Seman expressed that she is proud of the accomplishments the MMVTA made throughout 2023.
 - ii. Mrs. Seman reminded the Board that Member pictures will be taken at next month's meeting and make-up pictures are scheduled for the March meeting.
- b. Marketing – No report.
- c. Operations
 - i. Mrs. Lee updated the Board that the new Commuter Services started on January 13, 2024.
 - 1. Mrs. Seman added that the new service has had positive feedback and that the MMVTA did its best to heavily promote the changes via full page ads in the newspaper, Facebook posts, dedicated pages on the MMVTA website

and signage with QR codes on the buses and at shelter locations.

2. Mrs. Seman encouraged Board Members to take a trip on the new commuter routes into Pittsburgh and visit the Strip District.

11. REPORT OF THE SECRETARY

- a. Mr. Naccarato read a letter from the City of Monongahela thanking the MMVTA for the donation of diesel fuel.
- b. Mr. Naccarato advised the Board that each member received a 2023 Statement of Financial Interest Form that should be filled out and turned in to the MMVTA staff.
- c. Mr. Naccarato asked that each Board Member update their contact information with the MMVTA staff.
- d. Mr. Naccarato read a resignation letter from Chairman of the Board, Devlin Fisher, effective January 26, 2024.

12. OLD BUSINESS

- a. Chairman Fisher asked for a motion for Approval to Amend Resolution #22-23-16 to File Application and Certify Local Match for 23-24 State Capital Grant. Mr. Bryner made the motion. Mr. Boyle seconded. Motion carried.

13. NEW BUSINESS

- a. Chairman Fisher asked for a motion for Approval of Resolution Authorizing Access to Keystone E-Grants. Ms. Donaldson made the motion. Mr. Herd seconded. Motion carried.
- b. At this time, Chairman Fisher inquired as to if there were any community updates from Board Members?
 - i. Ms. Donaldson stated that the Belle Vernon Area Leopard's Championship Parade has been moved to late spring.
 - ii. Mr. Berestecky brought up a situation in Donora in which there are conflicting dates as to when his term on the MMVTA Board of Directors is to end. Mr. Berestecky stated that Donora's Council Meeting Minutes reflect that Mr. Berestecky has 1 year left to serve on the MMVTA Board of Directors. Mr. Berestecky stated that on December 11, 2014, Devlin Fisher was appointed to serve a 5-year term, representing Donora on the MMVTA Board of Directors, which began on January 1, 2015, and was scheduled to end on December 31, 2019. Mr. Berestecky stated that on September 13, 2018, Donora Council accepted the resignation of Devlin Fisher and on October 11, 2018, Mr. Berestecky was appointed by Donora Council to fill the remainder of Devlin Fisher's term on the MMVTA Board of Directors through December 31, 2019. Mr. Berestecky mentioned that during the timeframe of January 1, 2020, through June of 2020, Donora Council discovered that the MMVTA Board of

Directors position for Donora was technically vacant. Mr. Berestecky stated that on July 8, 2020, Donora Council appointed Mr. Berestecky another 5-year term to fill the vacancy on the MMVTA Board of Directors from January 1, 2020, through December 31, 2024. Mr. Berestecky stated that he wanted to read what Donora Council Meeting Minutes reflect because he is not sure what will happen with his term on the MMVTA Board of Directors until next month, however, hopes to continue to serve on the MMVTA Board representing Donora until the end of 2024.

1. Mr. Black stated that emails and letters have been exchanged between Donora Council and the MMVTA about the conflicting information regarding the end of Mr. Berestecky's term. Mr. Black stated that the official position of the MMVTA is to defer the decision to the member municipality.
2. Mr. Berestecky asked Mr. Black for a letter to be sent to Donora Council stating that MMVTA has reviewed its records and what its official position is on the situation. Mr. Black stated he will work with Mrs. Seman on sending the letter to Donora Council.
3. Chairman Fisher asked each Board Member to check their term end dates and suggested as those dates approach to be in contact with their local municipality regarding reappointment to the MMVTA Board of Directors.

14. ADJOURNMENT

- a. Chairman Fisher asked if there were any further business to discuss?
 - i. Mr. Eckert asked if a motion needs to be made for staff or Board Members to attend the Washington County Chamber of Commerce Conference in Canonsburg, PA. Mrs. Seman answered that a motion is only required if travel costs are involved.
 - ii. Chairman Fisher stated that a By-Laws provision prevents anyone on the Executive Committee from holding a Committee Chair position. Chairman Fisher advised Mr. Eckert that as the new Chairman of the Board, a choice needs to be made as to who will fill the now vacant Committee Chair positions for the Finance and Steering Committees.
 - iii. 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. The meeting adjourned at 7:24 PM.

REMINDER:

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

THURSDAY, FEBRUARY 22, 2023, AT 6:00 PM

YOUR ATTENDANCE IS APPRECIATED!