

**MID MON VALLEY TRANSIT AUTHORITY
1300 MCKEAN AVE
CHARLEROI, PA 15022
July 27, 2023
MINUTES OF REGULAR BOARD MEETING**

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

There being 14 members present at 6:00 PM, there was a quorum.

Members Present

Diann Donaldson
Chris Carroll
George Eckert
Sandy Davis
Bernie Bandini
Frank Kennedy
Devlin Fisher
Fred Exley
Timothy Herd
Rik Pankiewicz
William Furlong
Ed Bryner
Mark Boyle
Fred Berestecky

Members Absent:

Earl Doman
Devin DeRienzo
Fred Naccarato
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 June 22, 2023 Board Meeting Minutes? Hearing none, Chairman Fisher asked for a motion to approve the Minutes of the June 22, 2023 Board Meeting. Mr. Carroll made the motion to approve the minutes. Mr. Boyle 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 June 2023 as follows: Actual Vehicle Miles were 70,166.00; Revenue Vehicle miles were 57,198.00; Actual Vehicle Hours were 4,049.68; and the Revenue Vehicle Hours were 3,411.56.
 - b. Mr. Roncone also reported on 3 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 1 compliment.
 - i. Mrs. Davis asked Mr. Roncone if riders argue about the results of complaint investigations. Mr. Roncone advised that it's rare.
 - ii. Mr. Berestecky asked if riders are reimbursed or given free rides whenever a complaint regarding a bus passing them is valid. Mr. Roncone and Mrs. Seman advised that they are not.
 - iii. Mr. Boyle asked if we had any drivers with repeated complaints for the same issue. Mr. Roncone advised that there are not.
 - c. Mr. Roncone also informed the Board that there were 4 road calls; 17,542 miles between road failures; 4 major mechanical failures; and 1 other mechanical failure.
 - 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 an increase in Downtown Pittsburgh Alights over that which was experienced last year.
 - f. See **Attachment I.6** for further details, provided in the agenda packet.
7. CHAIRMAN'S REPORT
 - a. Chairman Fisher advised the Board that the Soft Reopening of North Charleroi Park & Ride will be at 11:00 AM on August 3, 2023 and encouraged members' attendance.
 - b. Chairman Fisher encouraged the Board to nominate Mid Mon Valley Transit Authority as "Best Overall Business – Mon Valley" in Observer Reporter's Best of the Best contest.
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 July amounted to \$685,777.72 in Operating Expenses, including MV's advanced payment for August Services in the amount of \$349,557.53, and \$98,054.96 in COVID Expenses.

- ii. Mr. Eckert reported that the Capital Expenditures for the month of July were:
 - 1. \$16,000.00 payable to National Painting Contractors for Transit Center Painting – Progress Payment (Federal Funds)
 - 2. \$13,125.00 payable to Dipaola Quality Climate Control for 50% down on Storage Facility HVAC System (Federal, State & local Funds)
 - 3. \$3,750.00 payable to Civil & Environmental Consultants for Rockslide Oversight- Final Payment (State & Local Funds)
 - 4. \$378.00 payable to A Plus Repair PGH for 20% down on Transit Center Power Wash (Federal Funds)
 - 5. \$7,287.50 payable to Desak's Plumbing & Electric for 50% down on Maintenance Facility Grinder Pumps (Federal, State & Local Funds)
 - 6. \$3,500.00 payable to Miklos Services for Crookham Park & Ride Rail Repairs (Federal COVID Funds)
- iii. Mr. Eckert made a motion to accept July's Finance Report and approve payment of the same. Mr. Furlong 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 stated the award for replacement of the grinder pump at the Maintenance Facility was originally given to DAP Sewer and Drain, however, was revoked due to not being able to get in contact with them. Mrs. Lee informed the Board that the award is now being given to the second lowest bid, Desak's Plumbing and Electric, and that they are currently finding replacement parts for the grinder pumps.
 - 1. Chairman Fisher asked Mrs. Lee if there is any legal recourse to reassigning the bid. Mr. Black stated that there is not.
 - ii. Mrs. Lee updated the Board that American Seating has ordered the On-Board Bus USB Ports for \$34,217.00, which doesn't include installation. Mrs. Lee stated that MMVTA is waiting on the contractor to send a quote for the installation.
 - iii. Mrs. Lee advised that A Plus Concrete and Foundation Repair will start power washing and concrete repair on July 31, 2023 at the Transit Center and Storage Facility.
 - iv. Mrs. Lee stated that 2 bids were received for replacement of the window shades at the Transit Center; one for \$2,986.40 and one for \$24,432.00. The award for the project was given to the lowest bidder, Preferred Drapery and Blinds.
 - v. Mrs. Lee advised the Board that there was only 1 bid received for the exterior window cleaning at the Transit Center and that McGrew Construction was awarded the project.

1. Chairman Fisher asked if McGrew Construction is local. Mrs. Lee advised that they are local and from Monongahela.
- vi. Mrs. Lee stated that the work at Crookham Park & Ride was completed on July 1, 2023.
- c. Ms. Basile presented to the Board a PowerPoint presentation on the "Impact of 2020 Census" which can be found in the agenda packet.
 - i. Ms. Basile stated that effective in 2024, MMVTA will be classified as a "Rural Property", instead of "Small Urban", and will cease to receive 5307 funds for the Monessen-California, PA UZA.

9. COMMITTEE REPORTS

- a. Human Resources – Fred Exley, HR Committee Chair
 - i. Mr. Exley stated that the HR Committee is in the process of scheduling a meeting in August.
- b. Steering Committee – Timothy Herd, Chairperson
 - i. Mr. Herd advised the Board that the Steering Committee will be meeting on July 31, 2023 at 5:30 PM.
- c. Safety & Security – Ed Bryner, Chairperson – No report.
- d. By-Laws - Fred Berestecky, Chairperson
 - i. Mr. Berestecky stated that the By-Laws Committee met on July 19, 2023 and wrapped up the By-Laws revisions which MMVTA's Solicitor signed off on.
 1. Mr. Berestecky stated that the new By-Laws will be presented to the Board Members during the August 24, 2023 Monthly Board of Directors Meeting.
 2. Mr. Berestecky asked if the Bid Process needs to be added to the By-Laws; Mr. Black advised that they do not.
- e. Capital/Construction – Chris Carroll, Chairperson – No report.

10. REPORTS OF ADMINISTRATIVE PERSONNEL

- a. Executive Director – No report.
- b. Marketing
 - i. Ms. Dochenetz stated she attended a Lunch & Learn on July 12, 2023, on how to create marketing content with Canva.
 1. Ms. Dochenetz presented to the Board examples of some marketing materials already made using Canva.
- c. Operations
 - i. Mrs. Lee updated the Board that the Commuter A Survey was delayed and will start during the first week of August.
 - ii. Mrs. Lee advised the Board that Mrs. Seman, Ms. Basile, and herself attended the CATA Annual Conference earlier in the month.
 1. Mrs. Lee stated that the conference was with other Transit Authorities and Vendors and focused on how the Authorities can assist each other.

2. Mrs. Lee advised the Board that some topics covered included Micro-Transit and the Transit modernization Bill being introduced to the US House of Representatives.
- iii. Mrs. Lee updated the Board that Mrs. Seman and herself also attended the Avail Conference during the month of July.
 1. Mrs. Lee stated that they learned how to use and explore the Avail application and spent time learning reporting.

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 or if there were any local businesses that they would like to nominate for Observer Reporter's Best of the Best?
 - i. Mrs. Davis advised the Board that her local police department is having a car show at the Stockdale Fire Department on July 30, 2023. Mrs. Davis stated that the event is to fund new Kevlar vests and other police assets. Mrs. Davis stated that there will be food, music, and prizes as well.
 - ii. Mr. Berestecky stated that Kendrick Manor in Donora has been purchased and is currently being remodeled into dormitories.

14. ADJOURNMENT

- a. Chairman Fisher asked if there were any further business to discuss? There being none, Mr. Kennedy made the motion to adjourn. Mr. Bryner seconded the motion. Motion carried.
- b. The meeting adjourned at 6:58 PM.

REMINDER:

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

THURSDAY, AUGUST 24, 2023, AT 6:00 PM

YOUR ATTENDANCE IS APPRECIATED!