

**MID MON VALLEY TRANSIT AUTHORITY
1300 MCKEAN AVE
CHARLEROI, PA 15022
March 28, 2024
MINUTES OF REGULAR BOARD MEETING**

Board Members had their updated photos taken between 5:30 PM and 6:00 PM by Flash Photo Photography of North Charleroi.

Directly prior to the Call to Order, the following Board Member was sworn-in by Mayor Timothy Herd to begin their term of office: Cathy Martini (Roscoe Borough).

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

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

Members Present

Bernie Bandini
Mark Boyle
Ed Bryner
Chris Carroll – Zoom
Diann Donaldson
George Eckert
William Furlong
John Habel III – Zoom
Timothy Herd
Frank Kennedy
Cathy Martini
Fred Naccarato
Scott Nedrow
Rik Pankiewicz

Members Absent:

Devin DeRienzo
Fred Exley

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

Staff Present:

Ashley Seman
Nancy Basile
Aeriel Dochenetz
Stephanie Lee
Michael Perry

Others Present:

Blane Black, Solicitor

4. Chairman Eckert inquired if there were additions or corrections to the February 22, 2024, Board Meeting Minutes?
 - a. Mr. Bandini noted a correction to make on page 6 where “nitrogen hubs” should state “hydrogen hubs”.
 - i. Chairman Eckert asked for a motion to approve the Minutes of the February 22, 2024 Board Meeting, as amended. Mr. Bryner made the motion to approve the minutes. Mr. Kennedy seconded the motion. Motion carried.
5. PUBLIC FORUM – None
6. REPORT FROM THE CARRIER – None
 - a. Chairman Eckert noted that Mr. Roncone of MV Transportation will cover the February and March reports at the April Board of Directors Meeting.
7. CHAIRMAN’S REPORT
 - a. Chairman Eckert welcomed the newest MMVTA Board Member, Cathy Martini, who will be representing Roscoe Borough.
 - b. Chairman Eckert made note that Stephanie Lee, Operations Coordinator, and Michael Perry, Administrative Assistant, celebrated their 1-year anniversary at the Mid Mon Valley Transit Authority and have exceeded expectations. Chairman Eckert thanked Mrs. Lee and Mr. Perry for their hard work and dedication.
 - c. Chairman Eckert reminded the Board that Local Match is needed from the communities of Coal Center, Monessen, New Eagle, and North Belle Vernon.
 - i. Mr. Carroll stated he would check on the Local Match for New Eagle.
 - ii. Mr. Naccarato stated he would check on the Local Match for Monessen.
 - iii. Ms. Donaldson stated she would check on the Local Match for North Belle Vernon.
8. TREASURER’S REPORT
 - a. Mr. Herd 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. Herd reported that the total bills for March amounted to \$462,525.55 in Operating Expenses and \$93,253.41 in COVID Expenses.
 - ii. Mr. Herd reported that the Capital Expenditures for the month of March were:
 1. \$2,024.61 payable to School Outfitters for additional driver lockers in the Bus Facility (Federal, State & Local Funds).
 2. \$6,000.00 payable to Source for additional radio installation (Federal & Local Funds).

3. \$9,390.00 payable to American Seating for seat cushion fabric on buses (State, Operating & Capital Funds).
- iii. Mr. Herd made a motion to accept March's Finance Report and approve payment of the same. Mr. Pankiewicz seconded the motion. Motion carried.
- iv. Mr. Herd noted that the MMVTA staff is developing budgets for FY 2024-2025. The draft budget will be presented to the Finance Committee in mid-April along with the Finance Report.
- b. Mr. Herd 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. Mrs. Lee stated that a request for quotes will be released on April 15, 2024, for the Cal U Park & Ride bus lane to be re-paved.
 2. Mrs. Lee stated that a request for quotes will be released on April 1, 2024, for the power washing of the Bus Wash.
 3. Mrs. Lee noted that on March 21, 2024, a request for quotes was released for the Storage Facility floor repairs where some of the metal plates covering the old tracks are starting to rise and are becoming a trip hazard.
 4. Mrs. Lee noted that on March 19, 2024, a request for quotes was released for a drawing and construction estimate for the new Speers bus shelter.
 5. Mrs. Lee noted that on March 14, 2024, a request for quotes was released for an environmental assessment at the Speers Industrial Park project location.

9. COMMITTEE REPORTS

- a. Human Resources – Fred Exley, HR Committee Chair – No report.
- b. Steering Committee – Vacant, Committee Chair
 - i. Mr. Herd stated that the Steering Committee plans to meet again in April.
 - ii. Chairman Eckert asked Mr. Herd if he would fill the Steering Committee Chair position ad hoc until a new Chair can be found. Mr. Herd agreed to fill the position until then.
- c. Safety & Security – Ed Bryner, Chairperson
 - i. Mr. Bryner advised the Board that each year, the MMVTA Public Transportation Agency Safety Plan must be reviewed to ensure compliance and to revise our safety performance targets.
 1. Mr. Bryner noted that attached to the agenda under **Attachment I.9.c**, are the final 2023 goals and revised 2024 goals to be included in Section 3.1 of the current plan as Version 6. Mr. Bryner stated that this information was also sent to the Safety & Security Committee for review on March 21, 2024.

2. Mr. Bryner made a motion to approve the inclusion of the revised Safety Performance Targets in the Mid Mon Valley Transit Authority Public Transportation Safety Plan, Version 6, as presented in Resolution #23-24-6. Mr. Furlong seconded the motion. Motion carried.
- d. By-Laws – Vacant, Committee Chair – No report.
- e. Capital/Construction – Chris Carroll, Chairperson – No report.

10. REPORTS OF ADMINISTRATIVE PERSONNEL

- a. Executive Director
 - i. Mrs. Seman updated the Board that the Act 44 Performance Review items will be submitted on April 5, 2024, and noted that the site review will be on May 8, 2024.
 - ii. Mrs. Seman updated the Board that Senate Bill 654, sponsored by Senator Bartolotta, passed the Pennsylvania House (106-95) and is now heading to the Pennsylvania Senate. The bill would increase funding for mass transit by establishing a Public Transportation Fund.
 - iii. Mrs. Seman advised the Board that Mrs. Donaldson, Mrs. Lee, and herself had a meeting at Penn Highlands Hospital on March 28, 2024, to discuss the hospital's wants, needs, and concerns.
 1. Mrs. Seman stated that Penn Highlands already has ample service to the hospital, but there seems to be a need for earlier arrival times for employees.
 - a. Mrs. Seman stated that Mrs. Lee is in the process of developing a survey to gather data from Penn Highlands employees and from the public.
 2. Mrs. Seman thanked Mr. Exley for visiting the Administrative Office on March 27, 2024, to acknowledge Mrs. Lee's and Mr. Perry's 1-year anniversary at the MMVTA.
 3. Mrs. Seman thanked Chairman Eckert for visiting the garage and for his support on March 18, 2024, for Transit Driver Appreciation Day.
- b. Marketing
 - i. Mrs. Dochenetz updated the Board that the Transit Center will be closed on March 29, 2024, with regular bus service and that there will be no bus service on Easter Sunday, March 31, 2024.
- c. Operations
 - i. Mrs. Lee provided the Board the following Operation updates:
 1. Mrs. Lee stated that Mrs. Seman and herself attended a PPTA event in Harrisburg from March 13, 2024, until March 15, 2024.
 - a. Mrs. Lee stated that she attended a presentation by Jill Nagy and Michael Noel covering some upcoming FTA recommendations on federal regulations for bus operators, such as mandatory shift scheduling

regulations, which she provided to MV Transportation. Mrs. Lee noted that the federal regulations focus on fatigue awareness which is the leading cause of accidents.

- b. Mrs. Lee advised the Board that Mrs. Seman and herself will be attending the Spring PPTA Conference from April 9, 2024, until April 12, 2024. Mrs. Lee stated that a report on the conference will be presented at the April Board of Directors Meeting.
- c. Mrs. Lee updated the Board that a request for quotes was released for lawn care services due to the MMVTA's previous contractor not operating this season.

11. REPORT OF THE SECRETARY

- a. Mr. Naccarato read a card from the children of Sandy Davis, thanking the MMVTA for the funeral flower arrangement and to note that Ms. Davis was truly honored to serve with everyone.
- b. Mr. Naccarato read a letter from the Deputy Executive Director of the Washington County Housing Authority, Stanley Shook, thanking the MMVTA for providing transportation to the displaced residents from the California Manor fire.
- c. Mr. Naccarato read a letter regarding the resignation of Allenport Borough's representative to the MMVTA Board of Directors, Earl Doman, and the appointment of their new representative, Stephen Luncinski.
- d. Mr. Naccarato read a letter regarding Roscoe Borough's appointment of Cathy Martini to the MMVTA Board of Directors.
- e. Mr. Naccarato read a thank you card from a MV Transportation driver for MMVTA's donation to a funeral.

12. OLD BUSINESS

- a. Mr. Furlong asked if there were any updates regarding the rider, Randy Potter, who at last month's meeting had apprehensions about specific drivers displaying unfriendly or disrespectful behavior. Mrs. Lee stated that there have been no new reports from Mr. Potter regarding driver behaviors.

13. NEW BUSINESS

- a. Chairman Eckert asked for a motion to approve Resolution #23-24-7 for Land Lease with the Mon Valley Alliance for the Speers Industrial Park property as presented in **Attachment I.13.a**. Mr. Herd made the motion. Mr. Pankiewicz seconded. Motion carried.
- b. Member Community Updates
 - i. Mr. Nedrow brought up concerns regarding damage to the railroad crossing at the MMVTA Bus Facility which is being caused by coal trucks and becoming an issue for buses and drivers crossing over

- it. Mrs. Seman and Mrs. Lee stated that they will add the topic to the agenda for the next MV Transportation meeting.
- ii. Chairman Eckert reminded the Board that the bus stop in front of Mrs. C's in Monongahela is in the process of being moved to the opposite side of 3rd Street in front of PNC Bank.
- iii. Chairman Eckert announced that Main Street in Monongahela will be re-paved from Sheetz to Dry Run Road starting on April 1, 2024.
- c. Mr. Bryner asked if there were any updates regarding Van Beck Electric Supply Company, the tenants renting 1300 Lincoln Avenue from the MMVTA. Mr. Black advised that landlord/tenant action is currently underway.

14. ADJOURNMENT

- a. Chairman Eckert asked if there were any further business to discuss? There being none, Chairman Eckert made the motion to adjourn. Mr. Carroll seconded the motion. Motion carried. The meeting adjourned at 6:45 PM.

REMINDER:

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

THURSDAY, APRIL 25, 2024, AT 6:00 PM

YOUR ATTENDANCE IS APPRECIATED!