

**MID MON VALLEY TRANSIT AUTHORITY
1300 MCKEAN AVE
CHARLEROI, PA 15022
March 24, 2022**

MINUTES OF REGULAR BOARD MEETING

Due to Mr. Carroll's absence. Vice Chairmen, Sandy Davis, presided over the meeting.

1. Call to Order-Chairman-6:00PM
2. Pledge to Flag- Vice Chairman
3. Roll Call- Secretary

There being 17 members present at 6:00PM, there was a quorum

Members Present

Fred Berestecky
Ed Bryner
Mark Brown
Sandy Davis
Earl Doman
Diann Donaldson
George Eckert
Fred Exley
Devlin Fisher
William Furlong
John Habel III
Michael Hammond
Timothy Herd
Frank Kennedy
Fred Naccarato
Rik Pankiewicz
Carrie Zeletski

Members Absent:

Christopher Carroll
John Lorenzo

Staff Present:

Ashley Seman
Nancy Basile
Aeriel Dochenetz
Beth O'Neil

Others Present:

Marc Roncone, MV
Blane Black, ESQ.
Mr. Bernie Bandini

4. Ms. Davis inquired if there were any additions or corrections to the Board of Director's Meeting Minutes of February 24, 2022, as mailed/emailed.
 - There being none, Ms. Davis asked for a motion to approve the board minutes for February 24, 2022. Mr. Bryner made the motion. Mr. Eckert seconded the motion. Motion carried.

5. Public Forum - No report
6. Report from the Carrier: MV Transportation Inc, Mr. Roncone
 - Mr. Roncone reported on fixed route service for the month of February 2022 is as follows: Actual Vehicle Miles were 74,745.00; Revenue Vehicle miles were 61,603.00; Actual Vehicle Hours were 4,457.69; and the Revenue Vehicle Hours were 3,811,82.
 - Mr. Roncone also reported that there was 3 incidents w/out injury; 0 incident with injury; 2 accident w/out injury; 1 accident with injury; 0 security issue; 0 valid complaint; 0 compliment. He also reported on 5 road calls: 4 major mechanical failure and 2 other mechanical failure.
 - See **Attachment I.6** for further details, provided in the agenda packet.

7. Chairman's Report

- Ms. Davis reported the Mid Mon Valley Transit Authority has been awarded in excess of \$3.7 million dollars in state operating assistance for FY 22-23, a 12.6% increase over FY 21-22. The authority will be required to raise \$93,798 in Local Match funding, a 5% increase from last year. We will be making a motion to approve this at next month's Board Meeting.
- Manager of Finance and Grants, Nancy Basile, will be giving a PowerPoint presentation on Procurements after the Marketing report for today's meeting.

8. TREASURER'S REPORT

- a). Ms. Zeletski reported that the Finance Management Committee was sent the finance report the week of March 7th, 2022, and referred all members present to **Attachment I.8.a.** in their agenda packets.
 - The total bills for this month amount to \$353,090.52 in Operating Expenses and \$54,790.65 in Covid Expenses.
 - Capital Expenditures for March are:
 - \$202,294.00 payable to Westmatic for 2nd and 3rd progress payment and final payment for Bus Wash System (Federal, State and Local Funds)
 - \$4,631.67 payable to Chroma for the 1st progress payment for the website (State & Local Funds)
 - Ms. Zeletski made a motion that we accept this month's Financial Report and approve payment of the same. Mr. Pankiewicz seconded the motion. Motion Carried.

9. COMMITTEE REPORTS

- a) Human Resources – Carrie Zeletski, Chairperson-No Report
- b) Steering Committee — Devlin Fisher, Chairperson-No Report
- c) Safety & Security – Ed Bryner, Chairperson- No Report
- d) By-Laws – Fred Berestecky, Chairperson- No Report
- e) Capital/Construction – Chris Carroll, Chairperson- No Report

10. REPORTS OF ADMINISTRATIVE PERSONNEL

a.) Executive Director

- Mrs. Seman reported to the board that the COVID Mask Mandate was extended to April 18, 2022. Signage has been posted at all shelters and rider Alerts have been sent out as well.
- Mrs. Seman referred to a handout and discussed with everyone present, that the PPTA (PA Public Transportation Association) is now offering Free Board Training. This course will examine ten key roles and responsibilities for Board Members. It will provide guidance on how to carry out the context of Transit and explore the division of responsibilities between Board, Executive Director, and staff.
 - Duration is about 3 ½ hours
 - Must have 50% participation
 - Can be held in place of the regular board meeting. Suggestion to have this during the May 26th, 2022's meeting.
- Q & A and Discussion amongst members ensued.
 - A vote by show of hands was taken to see if majority had interest in having the training. With majority interested.
- Mr. Fisher requested a motion to have the PPTA training during the May 26th Regular Board meeting, starting at 5:30PM. Mr. Berestecky seconded the motion. Motion Carried.
- Referring to I.8.a in the agenda packet, under Capital Project updates, Mrs. Seman gave the board an update on all current and upcoming projects.

b.) Marketing

- Ms. Dochenetz reported that the MMVTA Posting Policy is posted, and the cork boards are up at all MMVTA shelters.
- Mr. Roncone and Mrs. Seman will be attending the Transportation Career Convention on April 13th in Youngwood. The Convention will focus on industry leaders and employment opportunities.
- MMVTA is now featured at the entrance of Charleroi Borough on a brand-new sign created by the Mon Valley Regional Chamber, another will follow in Belle Vernon.
- Ms. Dochenetz wanted to let the board know that we began promoting ads on Facebook encouraging community residents to ride the bus due to the rising gas prices.

c.) Finance and Grants

- Nancy Basile presented a PowerPoint on MMVTA Procurements. A handout was given to all present.

11. REPORT OF THE SECRETARY

- Mr. Naccarato reported to the board that Mr. Michael Hammond turned in his resignation from the MMVTA Board effective March 24, 2022. He will be moving out of the area and will no longer be able to represent the Borough of Dunlevy. Mr. Hammond has served on the board for 5 years. He stated that he has thoroughly appreciated and enjoyed the opportunity to serve with everyone. We wish him the best in his future endeavors.
- Ms. Davis introduced Mr. Bernie Bandini to all present, he will be taking Mr. Hammonds place to represent the Borough of Dunlevy.

12. OLD BUSINESS

- Update on Bus Sales: As of now no bids were turned in.

13. NEW BUSINESS-

- Mrs. Seman reported to the board of 2 resolutions that need approval, both are attachments in the agenda packet.
 1. **Resolution 22-23-6** Mid Mon Valley Transit Authority Contract Extension with MV Transportation Exercise Option Year #2 of 2 (Attachment I.13.a). Ms. Davis requested a motion to approve Resolution 22-23-6 as written. Mr. Furlong Made the motion. Mr. Bryner seconded the motion. Motion Carried.
 2. **Resolution 21-22-7** Approval of the Mid Mon Valley Transit Authority Contract extension with Mon Valley Detective Bureau Exercise Option Year #2 of 2. (Attachment I.13.b) Ms. Davis requested a motion to approve Resolution 21-22-7 as written. Mr. Pankiewicz made the motion. Mr. Kennedy seconded the motion. Mr. Habel opposed the motion, his being the only one, Motion carried.

14. ADJOURNMENT

- Ms. Davis asked if there were any further business to discuss. There being none, Ms. Davis requested a motion to adjourn. Mr. Furlong made the motion to adjourn. Mr. Herd seconded the motion. Motion Carried.
- The meeting adjourned at 7:00 PM

REMINDER:

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

THURSDAY, April 28, 2022, AT 6:00 PM

THANK YOU FOR ATTENDING