

**MID MON VALLEY TRANSIT AUTHORITY  
1300 MCKEAN AVE  
CHARLEROI, PA 15022  
November 14, 2023  
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 14 members present at 6:00 PM, there was a quorum.

**Members Present**

Diann Donaldson  
George Eckert  
Earl Doman  
Frank Kennedy  
Devlin Fisher  
Devin DeRienzo  
Fred Exley  
Timothy Herd  
Fred Naccarato  
Rik Pankiewicz  
William Furlong  
Ed Bryner  
Mark Boyle  
Fred Berestecky

**Members Absent:**

Chris Carroll  
Sandy Davis  
Bernie Bandini  
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:**

Blane Black – Solicitor

4. Chairman Fisher inquired if there were additions or corrections to the October 26, 2023, Board Meeting Minutes? Mr. Furlong noted an incorrect spelling of his name in section I.8.iii. Chairman Fisher asked for a motion to approve the Minutes of the October 26, 2023, Board Meeting as amended. Mr. Eckert made the motion to approve the amended minutes. Mr. Furlong seconded the motion. Motion carried.

5. PUBLIC FORUM – None.
6. REPORT FROM THE CARRIER – MV Transportation, Inc.
  - a. Chairman Fisher advised the Board that there is no report from the carrier due to Mr. Roncone not being present and a more robust report will be presented at the December Board of Directors meeting.
7. CHAIRMAN'S REPORT
  - a. Chairman Fisher presented the 2024 Board of Directors meeting dates for review and asked for a motion to approve. Mr. Eckert made the motion to approve. Mr. Naccarato seconded. Motion carried.
  - b. Chairman Fisher asked the Board to review the updated FY 2022-2024 Committee Assignments and asked for members to speak with him if they are interested in joining a particular committee.
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 November amounted to \$506,122.28 in Operating Expenses and \$131,502.55 in COVID Expenses.
    - ii. Mr. Eckert reported that the Capital Expenditures for the month of November were:
      1. \$52,024.00 payable to McGrew Construction for Transit Center window caulking/repair and final floor payment and Storage Facility progress payment (Federal COVID Funds).
      2. \$10,448.54 payable to Scheidt & Bachmann for farebox system warranty (Federal & Local Funds).
      3. \$174,708.00 payable to Gillig for final 3 CNG buses – 10% full acceptance payment (Federal, State & Capital Funds).
      4. \$2,986.40 payable to Preferred Drapery & Blinds for Transit Center blinds (Federal COVID Funds).
    - iii. Mr. Eckert made a motion to accept November's Finance Report and approve payment of the same. Mr. Bryner 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. Window shades were installed at the Transit Center on November 11, 2023, and the project is now completed.
      2. Replacement flooring at the Transit Center was completed on October 27, 2023, and replacement flooring work at the Storage Facility started on November 1, 2023.
      3. Bus radio equipment has arrived and is pending installation.

## 9. COMMITTEE REPORTS

- a. Human Resources – Fred Exley, HR Committee Chair – No report.
- b. Steering Committee – Timothy Herd, Committee Chair
  - i. Mr. Herd advised the Board that there is no report, and the Steering Committee plans to meet in December.
- c. Safety & Security – Ed Bryner, Chairperson
  - i. Mr. Bryner stated that he has no report but did want to update the Board that the “Danger – Do Not Climb” signs have been installed at the North Charleroi Park & Ride to deter people from climbing the rock wall.
- d. By-Laws – Fred Berestecky, Committee Chair
  - i. Mr. Berestecky stated that the By-Laws Committee met on November 8, 2023, and finished 99% of the By-Law edits pending a few comments from Jill Nagy to complete the work. Mr. Berestecky advised the Board that a final copy of the By-Laws will be presented for review at the December Board Meeting.
- e. Capital/Construction – Chris Carroll, Chairperson – No report.

## 10. REPORTS OF ADMINISTRATIVE PERSONNEL

- a. Executive Director
  - i. Mrs. Seman noted that the Observer Reporter’s “Best of the Best Awards” ceremony is on Thursday November 16, 2023, and that the MMVTA is a finalist in the category “Best Overall Business – Mon Valley”. Mrs. Seman stated that in addition to the staff, Ms. Donaldson will be attending to represent the Board and Mr. Roncone will be attending to represent MV Transportation.
  - ii. Mrs. Seman updated the Board that about 1,500 gallons of diesel fuel remains in the storage tank at the Storage Facility and asked the Board members to remind their local street crews, police, and fire departments that they are welcome to fill up their vehicles from the tank.
  - iii. Mrs. Seman wished everyone a wonderful, relaxing Thanksgiving and made note that the Board of Directors meeting scheduled for December 14, 2023, will be the holiday Board meeting to kick-off the holiday season.
- b. Marketing
  - i. Ms. Dochenetz stated that the Transit Center will be closed on Thursday, November 23, 2023, and Friday, November 24, 2023, in observance of the Thanksgiving holiday. Ms. Dochenetz made note that there will be no bus service on Thursday, November 23, 2023, in observance of Thanksgiving and that bus services will run as normal on Friday, November 24, 2023.
  - ii. Ms. Dochenetz shared photos of the MMVTA participating in the Monongahela Veteran’s Day parade and Mon Valley Jeepers’ Toys for Tots Drive.

- iii. Ms. Dochenetz advised the Board that PennWest University will be on Thanksgiving break from November 22, 2023, through November 24, 2023, and there will be no Vulcan Flyer service from November 22, 2023, through November 26, 2023. and Cal Commuter bus services will be operating as normal during this time; except for Thanksgiving Day on Thursday November 24, 2023.

c. Operations

- i. Mrs. Lee stated that Ms. Seman and herself visited the Center in the Woods on November 6, 2023, to teach senior residents about the MMVTA's services and programs. Mrs. Lee advised the Board that there were lots of questions from the senior residents and that the meeting was very beneficial for them.
- ii. Mrs. Lee reported that the Winter Weather Service Delivery Plan has been updated and is available on the MMVTA's website.
- iii. Mrs. Lee stated that AVAIL had an upgrade and now bus drivers have access to real-time traffic information.
- iv. Mrs. Lee reported that Mrs. Seman, Ms. Basile, and herself will be attending the Fall PPTA Conference from November 28, 2023, through November 30, 2023.

11. REPORT OF THE SECRETARY

- a. Mr. Naccarato read letters from Fallowfield Township Volunteer Fire Department and Charleroi Volunteer Fire Department, thanking the MMVTA for the diesel fuel.
- b. Mr. Naccarato read a post from social media complimenting the MMVTA on their Veteran's Day parade bus display.

12. OLD BUSINESS – None

13. NEW BUSINESS

- a. Chairman Fisher brought forward for approval an authorizing resolution to include designees on MMVTA's EVP Payments, Inc. account (**Attachment I.13.a**). Mr. Bryner made a motion to approve. Mr. Boyle seconded. Motion carried.
- b. At this time, Chairman Fisher inquired as to if there were any community updates from Board Members?
  - i. Mr. Eckert advised the Board that Monongahela will be hosting their "Merry & Bright Night" event on Friday November 17, 2023, from 5:00 P.M. until 9:00 P.M. between Chess Park and Park Ave.
  - ii. Ms. Donaldson advised the Board that North Belle Vernon will be hosting their "Light Up the Night" event on Sunday November 19, 2023.
  - iii. Mr. Boyle advised the Board that Instant Brands, Charleroi Boro, and several local fire departments and EMS will be hosting a "Light

Up Night”, parade, and “Stuff a Fire Truck” event on Saturday, November 18, 2023.

- iv. Mr. DeRienzo advised the Board that Rostraver Township will be hosting their “Light Up Night” on Sunday, December 3, 2023, at the Sport Complex, a police and Santa fundraiser on Monday, December 4, 2023, at the Foster House, and a Santa Cop program on Thursday, December 14, 2023.

#### 14. ADJOURNMENT

- a. Chairman Fisher asked if there were any further business to discuss? There being none, Mr. Berestecky made the motion to adjourn. Mr. Kennedy seconded the motion. Motion carried.
- b. The meeting adjourned at 6:25 PM.

### **REMINDER:**

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

**THURSDAY, DECEMBER 14, 2023, AT 6:00 PM**

YOUR ATTENDANCE IS APPRECIATED!