

**MID MON VALLEY TRANSIT AUTHORITY
1300 MCKEAN AVE
CHARLEROI, PA 15022
June 23, 2022**

MINUTES OF REGULAR BOARD MEETING

A Reorganizational Meeting was held prior to the regular board meeting 6:00PM.
At this time a new Executive Committee was elected to office beginning July 1, 2022, to serve a 2-year term.

1. Call to Order-Chairman- 6:15PM
2. Pledge to Flag- Chairman
3. Roll Call- Secretary

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

Members Present

Ed Bryner
Fred Berestecky
Bernie Bandini
Christopher Carroll
Diann Donaldson
Sandy Davis
George Eckert
Devlin Fisher
William Furlong
John Habel III
Timothy Herd
Fred Naccarato
Rik Pankiewicz
Carrie Zeletski

Staff Present:

Ashley Seman
Nancy Basile
Aeriel Dochenetz
Beth O'Neil

Members Absent:

John Lorenzo
Fred Exley
Frank Kennedy
Earl Doman

Others Present:

Blane Black, ESQ
Marc Roncone, MV
Cliff Opfer, MV

4. Mr. Carroll inquired if there were any additions or corrections to the Board of Director's Meeting Minutes of May 26, 2022, as mailed/mailed.
 - a.) There being none, Mr. Carroll asked for a motion to approve the board minutes for May 26, 2022. Mr. Pankiewicz made the motion. Mr. Furlong seconded the motion. Motion carried.

5. Public Forum - No report

6. Report from the Carrier: MV Transportation Inc, Marc Roncone

- a.) All board members were ok with the April's report being in the May agenda packet.
- b.) Mr. Roncone reported on fixed route service for the month of May 2022 as follows: Actual Vehicle Miles were 68,422.00; Revenue Vehicle miles were 55,832.00; Actual Vehicle Hours were 3,990.40; and the Revenue Vehicle Hours were 3,356.83.
- c.) Mr. Roncone also reported that there was 5 incidents w/out injury; 0 incident with injury; 2 accidents w/out injury; 0 accident with injury; 0 security issue; 1 valid complaint; 0 compliment. He also reported on 5 road calls: 6 major mechanical failure and 6 other mechanical failure.
- d.) See **Attachment I.6** for further details, provided in the agenda packet

7. Chairman's Report

- a.) Mr. Carroll asked all present for a moment of silence in honor of Mr. Eckert's father who recently passed away.
- b.) The board will be taking a quick bus trip around Charleroi Borough to display the new electronic signage and other unique features on the bus. This will happen prior to July's regular Board Meeting.

8. TREASURER'S REPORT

- a.) Ms. Zeletski stated George Eckert has requested board consideration for a advertising sponsorship for the M.A.R.C Cox Market "Best yet" 5k Run/Walk. Last year the board approved \$100.00, and he is asking for the same this year.
 - i. Ms. Zeletski made a motion to approve the \$100.00 advertising sponsorship for the M.A.R.C 5k Run/Walk. Mr. Berestecky seconded the motion. Motion carried.
- b.) Ms. Zeletski reported that the Finance Management Committee was sent the finance report to review, and referred all members present to **Attachment I.8.a.** in their agenda packets.
 - i. The total bills for this month amount to \$354,301.11 in Operating Expenses and \$77,841.94 in Covid Expenses.
 - ii. Capital Expenditures for this month are:
 1. \$13,995 payable to All Tire Supply for maintenance facility digital truck wheel balancer (Federal, Local and State Funds)
 2. \$10,144.22 payable to Scheidt & Bachmann for Farebox Extended Warranty (Federal & Local Funds)
 3. \$5,150.00 payable to JED Heating and Cooling for 50% down of TC HVAC System (Federal Funds)
 - iii. Ms. Zeletski made a motion that we accept this month's Financial Report and approve payment of the same. Mr. Berestecky seconded the motion. Motion Carried.
- a.) The Capital Projects list follows the Finance Report and is found in **Attachment I.8.b**

9. COMMITTEE REPORTS

- a) Human Resources – Carrie Zeletski, Chairperson-No Report
- b) Steering Committee — Devlin Fisher, Chairperson
 - i. Mr. Fisher stated there was a committee meeting held on June 22, 2022 at 5:30PM. Several things were discussed:
 - 1. The timing as to when MMVTA will send our request for funding letter to Washington County, Pennsylvania County Commissioners in 2022. We are targeting to send this funding request in August 2022. Similar to last year, Mr. Fisher wants to set up a meeting with the Washington County Commissioners to discuss our funding request. The funding request letter will be in line with the methodology that the board voted on and approved at the February 24, 2022, Regular Board Meeting.
 - 2. Updates on the fixing of the N. Charleroi Park and Ride hillside. Mr. Fisher referred to Mrs. Seman for any updates on this project.
 - 3. The new stops and route changes that are coming up. Speers Industrial Park, Gabes Plaza in Belle Vernon, and the deviated stop at the Spartan Health Complex. Mr. Fisher referred to Mrs. Seman for further information on these stops.
 - 4. Electric vehicle charging station research. We will be inviting Mr. Colton Brown to our next committee meeting. He is an Energy Program Specialist at the Dept of Environmental Protection to explain to us what he knows about electric vehicles and electric vehicle stations. Also, we will be inviting Ms. Donaldsons brother, Christopher Buzby, who is knowledgeable about electric vehicles and vehicles charging stations. He will be providing us with information regarding the charging stations. We also have Mr. Pankiewicz and Mr. Berestecky gathering information on this topic. Donora and Carroll Twp. communities currently have electric charging stations.
- c) Safety & Security – Ed Bryner, Chairperson-
 - i. Mr. Bryner Reported that on 8/27/2020, the board approved a Public Transportation Safety Plan as required by the FTA. Each year this plan is updated and needs board approval. With the enactment of the Bipartisan Infrastructure Law in the beginning of this year, we are required to have MV Transportation’s Safety Committee be directly involved in this plan’s development and approval. The addition of a section in the Plan regarding the committee is also contained in the information for your approval.
 - 1. Mr. Bryner made a motion to approve the Mid Mon Valley Transit Authority Public Transportation Safety Plan Version 3 per 49 CFR Part 673 and the new requirements of the Bipartisan Infrastructure Law, as presented. Mr. Eckert seconded the motion. Motion Carried.
- d) By-Laws – Fred Berestecky, Chairperson
 - i. Mr. Berestecky requested there be a By-Laws Committee meeting in July 2022.
- e) Capital/Construction – Chris Carroll, Chairperson- No Report

10. REPORTS OF ADMINISTRATIVE PERSONNEL

a.) Executive Director

- i. Mrs. Seman thanked the board for their participation in the Board Training held on May 26, 2022. She stated it was a success and hopefully there will be similar trainings in the future.
- ii. Mrs. Seman wanted to update the board on the status of the California Borough Representative. She spoke with Dr, Martin and he stated that a borough representative will be appointed soon.
- iii. Also, Mrs. Seman reported to the board that things are starting to get back to normal when it comes to in person meetings. She traveled to Harrisburg and to State College for transit training and a conference.
- iv. Mrs. Seman updated the board on the N. Charleroi Park and Ride hillside. PennDOT is supporting us with the project. We have chosen to place a metal mesh with rock on the hillside with a retaining wall, similar to what we have all seen around the area. The next phase is to put out a bid to contractors that specializes in that type of work. Ms. Davis asked how it would affect the Park and Ride? Mrs. Seman stated it will be closed during the construction.
- v. Mrs. Seman explained to the board that we have 3 new stops; Gabes Plaza, Speers Industrial Park and Spartan Health Complex which is a deviated stop. The new stops and route changes that are being added to our local routes should not show any significant time changes. We hope to have these changes ready to go within the next few months.

b.) Marketing

- i. The Transit Center will be closed and there will be no bus service on Monday, July 4, 2022, in observance of Independence Day.

11. REPORT OF THE SECRETARY-No Report

12. OLD BUSINESS- none

13. NEW BUSINESS-

- a.) Approval of FFY 22-23 CCA Resolution. The State Consolidated Capital Grant Application Resolution in your agenda packet (**Attachment I.13.a**) which authorizes the filing and certifies the required local, capital match which is provided by Westmoreland County. Projects are noted at the bottom of the resolution for reference.
 - i. Mr. Carroll stated there is a motion to Approve FY 22-23 CCA Resolution as written. Mr. Bryner made the motion. Mr. Pankiewicz seconded the motion. Motion carried.
- b.) FFY 2023-2024-2025 DBE Plan Update-By August 1, 2022, the MMVTA will be submitting to the FTA for approval, a new Disadvantaged Business Enterprise (DBE) goal for Fiscal Years 2023-2024-2025. MMVTA has received no public comments during this period, but did receive 4 new DBE Vendor forms. This information is in your agenda packet (**Attachment I.13.b**).

i. Mr. Carroll stated there is a motion to Approve by resolution the results and DBE goal for FFY 2023-2024-2025. Mr. Pankiewicz made the motion. Mr. Bryner seconded the motion. Motion carried.

14. ADJOURNMENT

- a.) Mr. Carroll asked if there were any further business to discuss. There being none, Mr. Carroll requested a motion to adjourn. Mr. Naccarato made the motion to adjourn. Mr. Pankiewicz seconded the motion. Motion Carried.
- b.) The meeting adjourned at 7:03 PM

REMINDER:

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

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

THANK YOU FOR ATTENDING

There will be a quick bus ride prior to the regular July Board Meeting.