

**MID MON VALLEY TRANSIT AUTHORITY  
1300 MCKEAN AVE  
CHARLEROI, PA 15022  
December 15, 2022  
MINUTES OF REGULAR BOARD MEETING**

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

There being 16 members present at 6:00 PM, there was a quorum.

**Members Present**

Joseph Augustine  
Bernie Bandini  
Fred Berestecky  
Sandy Davis  
Earl Doman  
Diann Donaldson  
George Eckert  
Fred Exley  
Devlin Fisher  
William Furlong  
John Habel  
Timothy Herd  
Frank Kennedy  
Fred Naccarato  
Rik Pankiewicz  
Carrie Zeletski

**Members Absent:**

Ed Bryner  
Christopher Carroll  
John Lorenzo

Fayette City (awaiting member appointment)

**Staff Present:**

Ashley Seman  
Nancy Basile  
Aerial Dochenetz  
Debbie Pokorny

**Others Present:**

Marc Roncone, MV Transportation

4. Chairman Fisher inquired if there were any questions or comments regarding the November 17, 2022, Board Meeting Minutes? Hearing none, Chairman Fisher asked for a motion to approve the minutes of the November 17, 2022, Board

Meeting. Mr. Eckert made the motion to approve the minutes, Mr. Kennedy 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 November 2022 as follows: Actual Vehicle Miles were 78,247.00; Revenue Vehicle miles were 65,306.00; Actual Vehicle Hours were 4,730.09; and the Revenue Vehicle Hours were 4,071.57.
  - b.) Mr. Roncone also reported 2 incidents without injury; 0 incidents with injury; 3 accidents without injury; 0 accidents with injury; 1 security issue; 0 valid complaints; and 1 compliment.
  - c.) Mr. Roncone also informed the Board that there were 5 road calls; 15,649 miles between road failures; 5 major mechanical failures; 3 other mechanical failures.
  - d.) See **Attachment I.6** for further details, provided in the agenda packet.
  - e.) Mr. Roncone stated the operator compliment was for Mr. Sweeny as referenced in his report; Mr. Sweeny went out of his way to help a passenger with their heavy bags. Mr. Sweeny has been with MV for approximately 7 years.
7. CHAIRMAN'S REPORT
  - a.) Chairman Fisher stated that this year, as done in previous years, everyone on the Board has been given a small token of appreciation for their service with the Transit Authority.
8. TREASURER'S REPORT
  - a.) Ms. Zeletski, reported that the Finance Management Committee was sent a finance report to review the bills contained in your agenda packet under **Attachment I.8.a.**
    - i. Ms. Zeletski reported that the total bills for December amounted to \$412,159.90 in Operating Expenses and \$64,745.95 in Covid Expenses.
    - ii. Ms. Zeletski also reported on an additional check #11019 to Guttman Energy in the amount of \$21,947.47 and #11018 to Maple Creek in the amount of \$73.25 was added after the report was issued. These were for fixed route diesel fuel and admin supplies.
    - iii. Ms. Zeletski reported the Capital Expenditures for the month of November were:
      1. \$8,372.24 payable to Gillig for CNG Bus Spare Parts (Federal Funds)
      2. \$4,631.67 payable to Chroma Marketing Essentials for Website Design and Development (State & Local Funds).

- iv. Ms. Zeletski made a motion to accept December's Finance Report and approve payment of the same. Mr. Eckert seconded. Motion carried.
  - b.) Ms. Zeletski 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. Executive Director, Mrs. Seman stated that there are no updates on the Capital Projects, and she hopes to have more updates shortly.

## 9. COMMITTEE REPORTS

- a.) Human Resources – Carrie Zeletski, Chairperson – No Report
- b.) Steering Committee – Devlin Fisher, Chairperson
  - i. Chairman Fisher announced that Mr. Timothy Heard has agreed to chair the Steering Committee.
  - ii. Chairman Fisher also announced that in January he will set up a Steering Committee Meeting to discuss business.
    - a.) Safety & Security – Ed Bryner, Chairperson – No Report
    - b.) By-Laws Fred Berestecky, Chairperson – No Report
    - c.) Capital/Construction – Chris Carroll, Chairperson
      - i. Chairman Fisher announced that Mr. Carroll was not present that evening and referred to Mrs. Seman on any reports relating to Capital Construction.
      - ii. Mrs. Seman referred to Mr. Habel who is on the Capital/Construction Committee.
      - iii. Mr. Habel read the announcement on the Capital/Construction Project:
        - 1. A public bid opening was held on December 9<sup>th</sup> at 9:00 AM for the North Charleroi Rock Cut Slope Remediation Project. Four bids were received. The bid opening results are contained in the agenda packets under **I.9.e**.
        - 2. MMVTA's engineering firm, CEC, reviewed all bids received to determine the lowest, responsible, and responsive bidder. A copy of their evaluation report was given as a hand-out.
        - 3. It was determined that Alison Park Contractors was the lowest, responsible, and responsive bidder.
  - iv. Mr. Berestecky inquired as to the difference between the lowest bidder, \$775,000, and the highest bidder \$1,296,581? Mrs. Seaman stated it was how the bidding companies priced things, as seen in the letter from the Civil & Environmental Consultants, Inc., Table 1 – Bid Summary Table. Allison Park Contractors will self-perform the entire contract, taking them 102 Schedule (days) to complete. All others have sub-contractors and indicate less time to complete but cost more. Mr. Bandini asked if Allison Park Contractors would guarantee their scope of work? Mrs. Seman replied that there is a 30-day guaranteed bond for their scope of work. Mrs. Davis asked if Mr. Carroll had a chance to review this bid? Mrs. Seman replied that an engineering firm reviewed the bid. Chairman Fisher inquired if next to the lowest bidder, Mar-Allen Concrete Products, bidding at \$798,000, was not considered, due to not having a certificate of insurance? Mrs. Seman's response was "Yes, that is correct".

Mr. Berestecky inquired as to when this project is to begin? Mrs. Seman stated that she is expecting them to begin in January. Mrs. Davis wanted to know who locally is funding this project? Mrs. Seman stated that Westmoreland County is providing local funding. Ms. Basile reassured that MMVTA also has sufficient funds in the Capital Funds Account. Mr. Doman inquired as if this project would affect our parking lot in any way? Mrs. Seman stated that we would close the parking lot for the duration of the project, and the equipment operators may use the gravel overflow lot. Mr. Habel made a motion to award a contract to complete the North Charleroi Rock Cut Slope Remediation work to Allison Park Contractors, Inc. for a total amount of \$775,000.00. This award will be paid with State and Local Capital funds. Mrs. Davis seconded the motion. Motion carried.

## 10. REPORTS OF ADMINISTRATIVE PERSONNEL

### a.) Executive Director

- i. Mrs. Seman reported to the Board that the MMVTA will be releasing a Request for Proposal for the Provision of Fixed Route Public Transit Services & Maintenance Services (Contractor Contract). Mrs. Seman also reported that the tentative release date for a Request for Proposal is January 13, 2023. Mrs. Seman stated that MV Transportation's contract will end **June 30, 2023**. Mrs. Seman also stated that MV Transportation has been MMVTA's contractor for 10 years. Chairman Fisher asked if MV Transportation plans on putting in a bid? Mr. Roncone replied "Yes".
- ii. Mrs. Seman stated that Mr. Mark Turnley, MMVTA's auditor, is still working on our Financial Audit. We hope to have him present at our January Board Meeting.
- iii. Mrs. Seman also stated that the following Community Board Members will be sworn at next month's meeting, if re-appointed:
  1. Carroll Township (Mr. Rik Pankiewicz)
  2. Dunlevy Borough (Mr. Bernie Bandini)
  3. Roscoe Borough (Mrs. Sandy Davis)
  4. Coal Center Borough ( No current board member)We will also give out our Board Member Awards next month.

### b.) Marketing

- i. Ms. Dochenetz announced for the winter break, there will be no bus service on Christmas Day, December 25<sup>th</sup> & on New Year's Day, January 1<sup>st</sup>. The Transit Center will be closed on December 23<sup>rd</sup>, 26<sup>th</sup>, 30<sup>th</sup>, and January 2<sup>nd</sup>. The Cal Commuter service ended on December 9<sup>th</sup> and will restart on January 16<sup>th</sup>. The Vulcan Flyer service ended on December 10<sup>th</sup> and will also restart on January 16<sup>th</sup>. There will be a holiday reduced service for Christmas Eve and New Year's Eve.
- ii. Ms. Dochenetz also announced that the Transit Center will be closed on January 16<sup>th</sup> for Martin Luther King Jr. Day, and that there will be normal bus service.

- iii. Ms. Dochenetz gave a special thank you on behalf of MMVTA to Mrs. Altmare's 4<sup>th</sup> grade class at Ringgold Elementary School who made the decorations for the board room tree. They did a really great job!

11. REPORT OF THE SECRETARY

- a.) Mr. Naccarato read an email communication from Mr. John Lorenzo to Mrs. Seman, Monday, December 12, 2022, that he has resigned as Rostraver Township Commissioner, effective immediately.
  - i. Mrs. Seman had spoken to one of the commissioners about putting out a request for a Rostraver Board Member. Mr. Berestecky made the motion. Mr. Furlong seconded. Motion carried.

12. OLD BUSINESS - None

13. NEW BUSINESS - None

14. ADJOURNMENT

- a.) Chairman Fisher asked if there were any further business to discuss? There being none, Mrs. Davis made the motion to adjourn. Mr. Pankiewicz seconded. Motion carried.

**REMINDER:**

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

**THURSDAY, January 26, 2023, AT 6:00 PM**

YOUR ATTENDANCE IS APPRECIATED!

**UPCOMING EVENTS:**

MMVTA offices will be closed on January 16th in observance of Martin Luther King Jr. Day. There will be normal bus service this day.