

**MID MON VALLEY TRANSIT AUTHORITY**  
**1300 MCKEAN AVE**  
**CHARLEROI, PA 15022**  
**February 23, 2023**  
**MINUTES OF REGULAR BOARD MEETING**

Prior to Call to Order, the following Board Members were sworn-in to begin their terms of office by Mayor Timothy Herd: Sandy Davis (Roscoe Borough); and Mark Boyle (North Charleroi Borough).

1. CALL TO ORDER-Chairman- 6:02 PM
2. PLEDGE TO FLAG- Chairman
3. ROLL CALL- Secretary

There being 18 members present at 6:05 PM, there was a quorum.

**Members Present**

Joe Augustine  
Mark Boyle  
Sandy Davis  
Diann Donaldson  
Ed Bryner  
Fred Berestecky  
Bernie Bandini  
Christopher Carroll  
George Eckert  
Fred Exley  
Devin DeRienzo  
Devlin Fisher  
John Habel (Zoom)  
Frank Kennedy  
Timothy Herd  
Fred Naccarato  
Rik Pankiewicz  
William Furlong

**Members Absent:**

Earl Doman

Fayette City & Coal Center (awaiting member appointment).

**Staff Present:**

Ashley Seman  
Nancy Basile  
Aeriel Dochenetz

**Others Present:**

Marc Roncone, MV Transportation  
Cliff Opfer, MV Transportation

4. Chairman Fisher inquired if there were additions or corrections to the January 26, 2023 Board Meeting Minutes? Hearing none, Chairman Fisher asked for a motion to approve the Minutes of the January 26, 2023 Board Meeting. Mr. Berestecky made the motion to approve the minutes. Mr. Bryner 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 January 2023 as follows: Actual Vehicle Miles were 76,618.00; Revenue Vehicle miles were 63,899.00; Actual Vehicle Hours were 4,533.86; and the Revenue Vehicle Hours were 3,898.11.
  - b.) Mr. Roncone also reported on 4 incidents without injury; 1 incident with injury; 2 accidents without injury; and 0 accidents with injury. Mr. Roncone stated that there were no security issues; 2 valid complaints; and 0 compliments.
  - c.) Mr. Roncone also informed the Board that there were 7 road calls; 10,945 miles between road failures; 8 major mechanical failures; and 4 other mechanical failures.
  - d.) Mr. Roncone also updated the Board on riders to Spartan, Speers Industrial Park and Gabe's Plaza. Mr. Berestecky inquired as to which Route provided service to Spartan and what communities were covered by the Route? Mr. Roncone stated that in the month of January, the Local 1 serviced Spartan and covers the communities of New Eagle, Monongahela, Fisher Heights, North Charleroi, Charleroi, Belle Vernon, North Belle Vernon and Rostraver Township.
  - e.) See **Attachment I.6** for further details, provided in the agenda packet.
  - f.) Mr. Roncone updated the Board, and discussed at length, the carry-on policy challenges.
  - g.) Mr. Roncone explained the point system used for drivers which have had preventable and non-preventable accidents that could lead to dismissal.
  - h.) Mr. Roncone informed the Board that the ATU has agreed to the terms of the new agreement and the contract is ratified.
7. CHAIRMAN'S REPORT
  - a.) Chairman Fisher welcomed the Board to the meeting and expressed sympathy to Solicitor Blane Black on the passing of his mother.
  - b.) Chairman Fisher welcomed Mr. Mark Boyle to the Board of Directors, representing North Charleroi Borough. Mr. Boyle introduced himself and provided some background information on himself.
  - c.) Chairman Fisher acknowledged Mrs. Sandy Davis for her 35 Years of Service to the Board as the Borough of Roscoe's Representative. Mrs. Davis was provided with a token of appreciation by the Board and Staff.
  - c.) Chairman Fisher notified the Board that since Ms. Zeletski was no longer on the Board, Mr. Eckert, Assistant Treasurer, will now resume the Treasurer role and a new Assistant Treasurer will need to be voted upon at next month's

meeting. Chairman Fisher also announced that Mr. DeRienzo will Chair the Finance Committee and Mr. Exley will Chair the Human Resources 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 February amounted to \$380,340.03 in Operating Expenses and \$65,042.35 in COVID Expenses.
- ii. Mr. Eckert reported that the Capital Expenditures for the month of February were:
  1. \$19,415.00 payable to Scheidt & Bachmann for the final Progress Payment #3 for Farebox System Updates (Federal, State & Local Funds).
  2. \$10,144.21 payable to Scheidt & Bachmann for Farebox System Warranty (Federal & Local Funds).
  3. \$4,926.00 payable to Scheidt & Bachmann for the final payment for Connect Card Updates (Federal, State & Local Funds).
  4. \$1,535.90 payable to Gillig for CNG Bus Spare Parts (Federal Funds).
  5. \$63,568.30 payable to Allison Park Contractors for the start of Rockslide Construction (State & Local Funds).
  6. \$44,088.00 payable to Air Systems Mechanical for the Maintenance Facility HVAC System (Federal, State & Local Funds).
- iv. Mr. Eckert entertained a motion to accept February's Finance Report and approve payment of the same. This motion was made by Mrs. Davis. Mr. Pankiewicz seconded the motion. Motion carried.
- v. Mr. Berestecky inquired as to if the MMVTA will still be financially stable once COVID funds, which are currently being used to provide financial assistance to portions of the operating budget, are depleted? Ms. Basile stated that some of the expenditures would not continue once COVID funds are depleted and other categories, such as salaries, would be absorbed back into the State-funded budget. The use of COVID funds for some budgetary items had allowed the MMVTA to increase their carryover balance. Once some categories are re-absorbed back into the regular budget, the carryover will go down a bit but the MMVTA should still experience an acceptable carryover similar to that prior to the obligation of COVID funds.
- vi. Mr. Eckert notified the Board that a copy of the Audited Financial Statements for FY 21-22 had been handed out to all present. He requested that the Board review this document to prepare for review by Auditor Mark Turnley at the March Board Meeting. He stated that Mr. Turnley will be attending in person or by Zoom. Mr. Exley inquired as to Mr. Turnley's appearance in person. Mrs. Seman stated that she prefers that Mr. Turnley present the audit in person but had provided a Zoom option due to health issues.

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. Seman informed the Board that the Website Project is progressing and nearing completion; the Maintenance Facility HVAC project was just completed; and the Maintenance Facility Power Washer project should be completed shortly.

## 9. COMMITTEE REPORTS

a.) Human Resources – Fred Exley, Chairperson

- i. Mrs. Seman updated the Board on the hiring of an Administrative Assistant and Operations Coordinator. She stated that both jobs were posted on Indeed and in the Mon Valley Independent and closed on February 22<sup>nd</sup>. She had received 65 resumes for the Administrative Assistant position and 11 for the Operations Coordinator position. Interviews have begun and hope to have a determination to provide to the Board at the March meeting.

b.) Steering Committee –Tim Herd, Chairperson

- i. Mr. Herd stated that the Steering Committee met on February 8, 2023 at 5:30 PM.
- ii. Mr. Herd stated that Ms. Basile gave a briefing on local match and how it relates to State and Federal funds. She also discussed the feasibility of securing LSA funds through Westmoreland and Fayette Counties.
- iii. Mr. Herd added that the Committee also discussed the need to secure additional capital local matching funds and meeting with Washington County in the next few months to discuss MMVTA's local match needs for 2024.
- iv. Mr. Herd stated that Mrs. Seman discussed upcoming surveys for commuter riders into downtown Pittsburgh and for residents of Washington Township. He also noted that the Committee covered surveys for the public regarding needs related to electric charging stations.
- v. Mr. Herd noted that Mrs. Seman updated the Committee on the need to secure a turnaround area at the Speers Industrial Park and explained in detail an upcoming project at Penn West University involving a multimodal hub at Roadman Park to be used as a driver layover area and additional park & ride option. The project would be contingent upon Penn West agreeing to lease the subject property to the MMVTA and that the MMVTA needs to schedule a meeting with Penn West in the near future.
- vi. In closing, Mr. Herd stated that the next Committee meeting would be held the 2<sup>nd</sup> week of April.

c.) Safety & Security – Ed Bryner, Chairperson

- i. Mr. Bryner stated that the Rock Slide Construction Project was progressing and also stated that he noted that the lights are not working at the small Transit Center Lot. Mrs. Seman stated that the lights were actually working and that the light timer was the issue. She stated that she is working to get the timer reset.

d.) By-Laws - Fred Berestecky, Chairperson

- i. Mr. Berestecky stated the he will be planning another By-Laws meeting soon.
- e.) Capital/Construction – Chris Carroll, Chairperson – No Report.

#### 10. REPORTS OF ADMINISTRATIVE PERSONNEL

##### a.) Executive Director

- i. Mrs. Seman reported to the Board that their communities should have received their Local Match Resolution for FY 2023-2024.
- ii. Mrs. Davis inquired as to if ridership had increased on Routes to downtown Pittsburgh? Mrs. Seman directed the Board to the ridership reports in **Attachment I.6** and stated that the MMVTA had experienced a 20% increase in ridership over last fiscal year. Mr. Roncone stated that he would get updated information on ridership for those traveling on the Commuter Routes regarding riders traveling all the way to Pittsburgh and not just traveling locally on Commuter routes.

##### b.) Marketing

- i. Ms. Dochenetz notified the Board that Spring Break for Penn West will begin on March 6<sup>th</sup> and end on March 10<sup>th</sup>. The Cal Commuter and Vulcan Flyer will not operate during this time.
- ii. Ms. Dochenetz stated that March 18<sup>th</sup> is Driver Appreciation Day.

#### 11. REPORT OF THE SECRETARY

- a.) Mr. Naccarato read a complimentary letter from a Commuter A rider.
- b.) Mr. Naccarato read the formal resignation letter from Ms. Zeletski, North Charleroi Borough. Mr. Furlong made a motion to accept the letter of resignation from Ms. Zeletski as the North Charleroi Borough Representative. Mr. Bryner seconded the motion. Motion carried, with opposition by Mr. Habel. A request was made to send Ms. Zeletski a letter of appreciation.
- c.) Mr. Naccarato read a letter from North Charleroi Borough appointing Mr. Boyle as the North Charleroi Representative.

#### 12. OLD BUSINESS

- a.) Mr. Augustine requested, on behalf of California Borough Councilman James Maddox, that Mrs. Seman contact Councilman Maddox regarding a service concern in the Borough of California.

#### 13. NEW BUSINESS

- a.) Mrs. Seman presented Consolidated Capital Applications (CCA) Revised Resolutions #22-23-3 and #22-23-4, **Attachment I.13.a** in the agenda packet for approval. Mrs. Seman explained that the CCAs were already awarded grants for which additional projects were added by PennDOT – additional funds for the landslide project which increased the 21-22 CCA to \$1,334,515 in State Funds and \$44,485 in Local Funds and funds for the upcoming bus procurement project which increased the 22-23 CCA to \$1,489,293 in State Funds and \$49,707 in Local Funds. Mr. Pankiewicz made a motion to approve the additional

- funds and corresponding resolutions as presented. Mr. Carroll seconded the motion. Motion carried.
- b.) Mrs. Seman presented Resolution #22-23-5, Resolution Authorizing the Submittal and Modification of PennDOT Grants/Objects, **Attachment I.13.b** in the agenda packet for approval. Mrs. Seman stated that this was needed due to staff title changes. Mr. Eckert made the motion to approve the resolution as presented. Mr. Pankiewicz seconded the motion. Motion carried.
  - c.) Mrs. Seman notified the Board that a Public Hearing would be held to secure public comment regarding the intent to increase MMVTA's ADA Complementary Paratransit Service fare from \$2.55 to \$3.00. This increase is needed to coincide with Freedom Transit's rate increase for similar, specialized transportation services. Mrs. Seman stated that MMVTA's Public Hearing would be held on March 9, 2023 at 4:00 PM at the MMVTA office in Charleroi and that Freedom Transit was holding a similar public hearing at their Transit Center on March 7, 2023. Once public comment is reviewed, a recommendation will be presented to the Board at the March Board Meeting.
  - d.) At this time, Chairman Fisher inquired as to if there were any community updates from Board Members?
    - i. Mr. Herd noted that providing ridership data would be useful and the Board was directed to ridership information which is contained after the fixed route operations report, **Attachment I.6**.
    - ii. Chairman Fisher inquired if there were any updates regarding North Charleroi Borough? Mr. Boyle stated that a new Mayor has been appointed and all Council seats have been filled.

#### 14. ADJOURNMENT

- a.) Chairman Fisher asked if there were any further business to discuss? There being none, Mr. Naccarato made the motion to adjourn. Mr. Carroll seconded the motion. Motion carried.
- b.) The meeting adjourned at 7:01 PM.

### **REMINDER:**

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

**THURSDAY, March 23, 2023, AT 6:00 PM**

YOUR ATTENDANCE IS APPRECIATED!