

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

1. CALL TO ORDER-Chairman- 6:04 PM
2. PLEDGE TO FLAG- Chairman
3. ROLL CALL- Secretary

There being 14 members present at 6:04 PM, there was a quorum.

**Members Present**

Mark Boyle  
Sandy Davis  
Diann Donaldson  
Ed Bryner  
Fred Berestecky  
Bernie Bandini  
Christopher Carroll  
George Eckert  
Fred Exley  
Devlin Fisher  
Timothy Herd  
Fred Naccarato  
Rik Pankiewicz  
William Furlong

**Members Absent:**

Joe Augustine  
Devin DeRienzo  
John Habel  
Frank Kennedy  
Earl Doman

Fayette City & Coal Center (awaiting member appointment).

**Staff Present:**

Ashley Seman  
Nancy Basile  
Aerial Dochenetz

**Others Present:**

Marc Roncone, MV Transportation  
Cliff Opfer, MV Transportation  
Mark Turnley, CPA (Zoom)  
Stephanie Lee  
Michael Perry

At this time, Chairman Fisher introduced MMVTA's Auditor, Mr. Mark Turnley, via Zoom, to present the FY 21-22 Audit to the Board. Mr. Turnley reviewed the audited financial statements and corresponding letters of discussion to those present and opened it to the floor for questions. Chairman Fisher asked Mr. Turnley what he felt was the most important aspect of the audit? Mr. Turnley stated that grant funds and their compliant use was the most important aspect. Mr. Berestecky questioned

pension plans noted on page 2 of the audit summary letter to the Board and requested more details. Ms. Basile stated that the MMVTA does not have a pension plan, but each employee has an individual SEP-IRA account. MMVTA contributes a percentage into each current employee's account and the employee has the option to place a percentage of their salary into this account as well.

4. Chairman Fisher inquired if there were additions or corrections to the February 23, 2023 Board Meeting Minutes? Hearing none, Chairman Fisher asked for a motion to approve the Minutes of the February 23, 2023 Board Meeting. Mr. Eckert made the motion to approve the minutes. Mr. Carroll 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 February 2023 as follows: Actual Vehicle Miles were 75,481.00; Revenue Vehicle miles were 63,192.00; Actual Vehicle Hours were 4,558.37; and the Revenue Vehicle Hours were 3,976.77.
  - b.) Mr. Roncone also reported on 9 incidents without injury; 0 incidents with injury; 5 accidents without injury; and 0 accidents with injury. Mr. Roncone stated that there were 0 security issues; 0 valid complaints; and 0 compliments.
  - c.) Mr. Roncone also informed the Board that there were 8 road calls; 9,435 miles between road failures; 9 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.
  - e.) Mr. Roncone noted and discussed a summary of the commuter route ridership which includes stops in downtown Pittsburgh. Mr. Roncone noted that there is an increase in ridership over that which was experienced last year.
  - e.) See **Attachment I.6** for further details, provided in the agenda packet.
  - f.) Mrs. Davis stated that Freedom Transit is providing unlimited ride passes to students for \$10/pass and inquired as to if the MMVTA should consider such an option? Mrs. Seman stated that the MMVTA currently provides ½ fare passes to students. Mrs. Donaldson noted that having younger students on the bus may place more responsibility on drivers. Mrs. Seman stated that an age limit would have to be placed on qualifying students. Chairman Fisher referred this discussion to the Steering Committee.
7. CHAIRMAN'S REPORT
  - a.) Chairman Fisher welcomed the Board to the meeting.
  - b.) Chairman Fisher stated that nominations would now be accepted for Assistant Treasurer.
    - Mr. Eckert nominated Mr. Fred Berestecky. Chairman Fisher seconded this nomination.

- Mrs. Davis nominated Mr. Chris Carroll. Mr. Naccarato seconded this nomination.
- Mr. Pankiewicz nominated Mrs. Diann Donaldson. Mr. Exley seconded this nomination.

Nominations were closed and Chairman Fisher stated that a vote would be taken by a raise of hands. The results are as follows:

- Votes for Mr. Berestecky were 4 votes.
- Votes for Mr. Carroll were 3 votes.
- Votes for Mrs. Donaldson were 7 votes.

Chairman Fisher stated that Mrs. Donaldson will assume the position of Assistant Treasure.

c.) Chairman Fisher referred those present to the Resolution contained in **Attachment I.7.b** of the agenda, stating that the MMVTA needs an additional Board designated signer on behalf of the MMVTA. Mr. Eckert will replace Ms. Zeletski in this role. Mr. Berestecky motioned to authorize Mr. Eckert to assume the role of designated signer for the MMVTA. Mr. Carroll seconded the Motion. Motion carried.

c.) Chairman Fisher encouraged the Board to take advantage of the tickets previously provided to them and to take a ride on the bus routes.

## 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 March amounted to \$403,731.49 in Operating Expenses and \$65,962.02 in COVID Expenses.
- ii. Mr. Eckert reported that the Capital Expenditures for the month of March were:
  1. \$11,272.23 payable to Gillig for CNG Bus Spare Parts (Federal Funds).
  2. \$4,870.00 payable to Cleaning Systems for balance due on Maintenance Facility Pressure Washer (Federal, State & Local Funds).
  3. \$32,217.50 payable to AVAIL Technologies for progress payment #2 for Wayside Signs (State & Local Funds).
  4. \$4,361.67 payable to Chroma Marketing Essentials for progress payment #6 for Website Development and Design (State, Local & Operating Funds).
  5. \$127,409.63 payable to Allison Park Contractors for Rockslide Construction payment #2 (State & Local Funds).
  6. \$37,625.00 payable to Civil Environmental Consultants for Rockslide Inspection & Management payment #1 (State & Local Funds).
- iv. Mr. Eckert made a motion to accept March's Finance Report and approve payment of the same. Mr. Furlong seconded the motion. Motion carried.
- v. Mr. Eckert notified the Board that the staff is developing the budgets for FY 23-24. The draft budgets will be presented to the Finance

Management Committee in mid-April. Mr. Eckert stated that anyone interested in having an in-person budget meeting is to contact the staff.

vi. Mr. Eckert made a motion to accept MMVTA's FY 21-22 Audited Financial Statements as presented. Mr. Pankiewicz 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. Seman noted that MMVTA's new Website should be released to the public very soon.

## 9. COMMITTEE REPORTS

a.) Human Resources – Fred Exley, Chairperson

i. Mr. Exley stated that the Human Resources Committee met on March 13, 2023 at 530 PM. He thanked all that attended.

ii. Mr. Exley entertained a motion to approve the hiring of Michael Perry for the position of Temp for Hire Administrative Assistant, at a starting rate of \$20/hour, not to exceed 37.5 hours/week. Mr. Exley also entertained a motion to approve the hiring of Stephanie Lee for the position of Operations Coordinator, at a starting salary of \$50,000/year. Mr. Naccarato made the motion to approve the hiring of both positions as stated. Mr. Bryner seconded the motion. Motion carried.

b.) Steering Committee – Tim Herd, Chairperson

i. Mr. Herd stated that the Steering Committee will meet in April.

c.) Safety & Security – Ed Bryner, Chairperson

i. Mr. Bryner stated that the Rock Slide Construction Project was progressing and also stated that the lights are now working at the small Transit Center Lot.

d.) By-Laws - Fred Berestecky, Chairperson

i. Mr. Berestecky stated that the By-Laws Committee will meet in April.

e.) Capital/Construction – Chris Carroll, Chairperson – No Report.

## 10. REPORTS OF ADMINISTRATIVE PERSONNEL

a.) Executive Director

i. Mrs. Seman stated that the MMVTA is still waiting on a few communities' Local Match Resolutions for FY 2023-2024.

ii. Mrs. Seman also stated that there are still a few Statements of Financial Interest forms for 2022 that need to be completed by board members.

iii. Mrs. Seman notified the Board that two proposals had been received for the provision of public fixed route services and related maintenance services by MV Transportation, Inc. and RTW Management. Mrs. Seman stated that an evaluation committee has been formed, which includes an outside consultant, to review the proposals. MMVTA has extended the proposal review/interview period to 4/3/23. An award recommendation is expected to occur at the April Board of Director's meeting.

b.) Marketing

- i. Ms. Dochenetz stated that MMVTA's Spring Newsletter has been released and referred to copies provided to each present. She stated that the Newsletter is also available on MMVTA's Facebook page.
- ii. Ms. Dochenetz stated that the Transit Center will be closed on April 7<sup>th</sup> for Good Friday. The buses will operate on normal schedule on Good Friday but will not operate on Easter Sunday, April 9<sup>th</sup>.

#### 11. REPORT OF THE SECRETARY

- a.) Mr. Naccarato read a thank you note from the Black family.

#### 12. OLD BUSINESS

- a.) Mrs. Seman notified the Board that there had been no public written or verbal comments provided in regards to the intent to increase MMVTA's ADA Complementary Paratransit Service fare from \$2.55 to \$3.00. Mrs. Seman further stated that there had been no attendance at MMVTA's Public Hearing regarding this matter and held on March 9, 2023, nor Freedom Transit's Public Hearing held on March 7, 2023. Mrs. Seman recommended to the Board that they authorize and approve the fare increase from \$2.55 to \$3.00 for MMVTA's ADA Complementary Paratransit Service. This was made by way of a motion by Mrs. Davis. Mr. Pankiewicz seconded the motion. Motion carried.

#### 13. NEW BUSINESS

- a.) At this time, Chairman Fisher inquired as to if there were any community updates from Board Members?
  - i. Mrs. Davis stated that she had received a compliment from a member of the public regarding how friendly and helpful the staff had been.
  - ii. Mrs. Donaldson stated that North Belle Vernon would be holding their Spring on the Avenue event starting on Saturday. She also noted that there were Council positions presently open.
  - iii. Mrs. Seman noted on behalf of Mr. Augustine, that she had spoken with California Borough Councilman, James Maddox, concerning updates regarding service currently being provided to Liberty Towers. Council Maddox had stated that a study is, or has been, performed to improve safety concerns on Liberty Street.
  - iv. Mr. Eckert stated that MARC has received a \$1,000 grant to replace the roof on their Gazebo in Monongahela, which is also one of the MMVTA's bus stop locations. Mr. Eckert further stated that a generous donor has provided additional funds to MARC. Mr. Eckert also encouraged the Board to speak with candidates for Washington County Commissioner and to share with them the need to support transportation funding and the needs of their communities.
  - v. Mr. Berestecky inquired if the Steering Committee will be meeting with Washington County? Chairman Fisher stated that this will be discussed at the next Steering Committee Meeting.

- vi. Mr. Furlong stated that he was recently selected as the Vice President of Stockdale Borough Council and participates in the Tri-County Borough Association. Their next meeting of the Tri-County Borough Association will be held at Stockdale Fire Hall on April 20<sup>th</sup>. Mr. Furlong stated that Washington County Commissioner Candidates may be in attendance.
- vii. Mr. Herd stated that Speers Borough will be holding an Easter Egg Hunt on April 1<sup>st</sup> at Speers Park.

14. ADJOURNMENT

- a.) Chairman Fisher asked if there were any further business to discuss? There being none, Mr. Bryner made the motion to adjourn. Mrs. Davis seconded the motion. Motion carried.
- b.) The meeting adjourned at 7:41 PM.

**REMINDER:**

THE NEXT BOARD OF DIRECTORS MEETING IS SCHEDULED FOR:

**THURSDAY, APRIL 27, 2023, AT 6:00 PM**

YOUR ATTENDANCE IS APPRECIATED!