

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
APRIL 26, 2023

PRESENT:

CHARLES SCIANDRA, CHAIRMAN
MICHAEL CEFALO, VICE-CHAIRMAN
JOHN YOUNG, ASST. TREASURER
LYNETTE VILLANO, SECRETARY
DENNIS DRISCOLL, ASST. SECRETARY
TOM BINDUS, MEMBER
JOSEPH PADAVAN, MEMBER
GARY POLAKOSKI, MEMBER

ATTORNEY JOSEPH BLAZOSEK, SOLICITOR
ATTORNEY MATTHEW CARMODY, ASST. SOLICITOR (By Phone)

ABSENT:

VALERIE KEPNER, PH.D., TREASURER

ADMINISTRATIVE STAFF:

ROBERT FIUME, EXECUTIVE DIRECTOR
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.
RANDY LISMAN, FINANCE DIRECTOR
VINCE COVIELLO, MAINTENANCE DIRECTOR
TRACY KLINE, ACCOUNTING MANAGER
FRANK KNOREK, COMPLIANCE ANALYST
GRETCHEN WINTERMANTEL, MARKETING DIRECTOR
KRISTENE SCIANDRA, PROCUREMENT MANAGER

OTHERS:

TOBY FAUVER, CONSULTANT

1. Pledge of Allegiance: Board Chairman, Mr. Sciandra, welcomed everyone to the meeting and invited those present to join him in the Pledge of Allegiance.

2. Roll Call: The following Board Members were present or available by phone for the meeting: Mr. Bindus, Mr. Cefalo, Mr. Driscoll, Mr. Padavan, Mr. Polakoski, Ms. Villano, Mr. Young and Mr. Sciandra.

3. Public Comment: None.

4. Approval of Minutes: Board Chairman, Mr. Sciandra asked for approval of the board minutes from the March 28th, 2023 meeting. A motion was made by Mr. Driscoll and seconded by Ms. Villano. Motion carried.

5. Treasurer’s Report: Dr. Valerie Kepner, Chairperson

Dr. Kepner was absent from the meeting. Mr. Cefalo made a motion to accept the treasurer’s report, pending audit. The motion was seconded by Mr. Young. All members present voted yes; motion carried.

6. Chairperson’s Report: Mr. Charles Sciandra

Mr. Sciandra stated the board was updated on the training last Sunday and thanked everybody for their hard work and said doing that is what makes the organization a lot stronger. He added that Mr. Fiume said the triennial review went well, thanking everyone for their hard work.

7. Solicitor’s Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:20 p.m. until approximately 5:10 p.m. He said during that time the board was updated on some personnel matters, collective bargaining agreement issues and they also addressed real estate matters that are on the agenda tonight. He mentioned that Atty. Carmody updated the board on a litigation matter, giving a report on the status of that. Atty. Blazosek explained that no final decisions were reached and any actions that need to be taken will be tonight or at a future meeting.

8. Executive Directors Report:

Mr. Fiume said we did very well with our triennial review and that the training for our staff and drivers went well on Sunday. He said Transit Development Plan continues to move forward and several members of the planning staff will be in town next week talking to riders and meeting with stake holders. Mr. Fiume mentioned that he approached County Council last night to explain the local match request, also the building project continues to move forward. He explained that next week we will be having rider appreciation week, celebrating with staff riding buses, giveaways and contests. Mr. Fiume said Ms. Wintermantel is in charge of it and that we look forward to showing our appreciation to our current riders and drawing new riders to our system. Mr. Fiume stated that the May 23rd board meeting will be changed to May 24th.

Mr. Fiume presented the following motions:

The next three motions were approved together:

Motion to approve the change order GC #17 for the new building.

Motion to approve the change order GC #18 for the new building.

Motion to approve the change order EC #4 for the new building. A motion was made by Mr. Padavan and seconded by Mr. Bindus. All members present voted yes; motion carried.

Motion to approve the LCTA Act 44 Performance Review Action Plan for PennDOT. A motion was made by Mr. Young and seconded by Mr. Driscoll. All members present voted yes; motion carried.

The following motions were approved together:

Motion to approve the Resolution certifying temporary suspension of fares on Wednesday, May 3rd.

Motion to approve the Agreement for Right of Entry for Bus Shelter. A motion was made by Ms. Villano and seconded by Mr. Cefalo. All members present voted yes; motion carried.

Motion to approve the Poetry in Transit program donation for Kings College in the amount of \$1,000. A motion was made by Mr. Driscoll and seconded by Mr. Bindus. All members present voted yes; motion carried.

Motion to approve the Right of Way to PPL Electric Utilities to Murray Project. A motion was made by Mr. Young and seconded by Mr. Bindus. All members present voted yes; motion carried.

Motion to approve the WBRE/WYOU advertising contract pending solicitor review. A motion was made by Ms. Villano and seconded by Mr. Young. All members present voted yes; motion carried.

9. Committees:

Public Transit Ridership Forum Committee- Valerie Kepner, Chairperson

Dr. Kepner was absent from the meeting. Mr. Horton updated the board on an accident involving a Shared Ride van that just occurred.

Operations/Safety Committee- Tom Bindus, Chairperson

Mr. Bindus said that he, Mr. Horton, Mr. Fiume and Mr. Padavan did a walk through the new facility. He said Quandel does our security onsite. He stated that Mr. Marriggi informed him that we are getting Narcan and will have some training. Mr. Bindus said he would get in touch with Kingston Fire Department to schedule a fire drill in June. He said they would have a regular safety meeting in May.

Strategic Planning Committee- Michael Cefalo, Chairperson

Mr. Cefalo said as it relates to customer service, the team is continuing to pull metrics out of our system and use those as performance guides. He stated that as those metrics start to mature, we will make sure to get the strategic plan amended.

Personnel Committee- Joe Padavan, Chairperson

Mr. Padavan said they did have a meeting about a week or so ago. He thanked Ms. Kline and Mr. Lisman for handling all personnel issues and said it's been going pretty well, that we hired some people, and again thanked them for doing the extra work. He stated we are still looking for mechanics and drivers. Mr. Fiume said Ms. Batista is due back in two weeks. Mr. Lisman commented that everyone chips in, adding that Mr. Knorek helps with background checks and Mrs. Dougherty also helped out scheduling interviews which makes it a little easier. Mr. Fiume agreed and said he was proud of the team here and the work we did to prepare for this triennial review with the results showing the hard work that been done over the last three years, adding that we are going to keep that up.

Mr. Cefalo said there are three things that happen in every group of people, confusion, frustration and underperformance, everything else requires leadership and commended Mr. Fiume. Mr. Sciandra agreed saying this team has gotten stronger and we have the proper leadership and are going in the right direction. He explained he worked on the committee selection for the county chair. He said he used LCTA as a case study in his presentation to County Council.

Mr. Sciandra asked if it would be safe to visit and have a meeting at the new facility.

Mr. Fiume explained that we would have to let them know and wear hard hats and vests.

Ms. Wintermantel said they went to a meeting for Foster Grandparents last Friday and explained to them the programs available. She said she is going to Hanover Area on Friday to speak to two classes.

Ms. Wintermantel added that she and Mr. Coviello are going to a career fair at Luzerne Intermediate and there are more things planned.

Mr. Polakoski asked with all the change orders for the new building, how much the cost is now. Mr. Fiume said we are in the high 70 million.

10. Old Business: No old business was discussed.

11. New Business: None.

12. Remarks: No remarks were made.

13. Adjournment: With all business completed, Mr. Young made a motion to adjourn, seconded by Mr. Bindus. Motion carried.

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board