

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
NOVEMBER 20, 2023

PRESENT:

CHARLES SCIANDRA, CHAIRMAN
MICHAEL CEFALO, VICE-CHAIRMAN
VALERIE KEPNER, PH.D., TREASURER (By Phone)
JOHN YOUNG, ASST. TREASURER
LYNETTE VILLANO, SECRETARY
TOM BINDUS, MEMBER
JOSEPH PADAVAN, MEMBER

ATTORNEY JOSEPH BLAZOSEK, SOLICITOR
ATTORNEY MATTHEW CARMODY, ASST. SOLICITOR

ABSENT:

DENNIS DRISCOLL, ASST. SECRETARY
GARY POLAKOSKI, MEMBER

ADMINISTRATIVE STAFF:

ROBERT FIUME, EXECUTIVE DIRECTOR
LEE HORTON, ASSISTANT EXECUTIVE DIRECTOR
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.
RANDY LISMAN, FINANCE DIRECTOR
VINCE COVIELLO, MAINTENANCE DIRECTOR
GINO MARRIGGI, OPERATIONS DIRECTOR
DEBBIE DENNIS, SHARED RIDE DIRECTOR
DENISSE BATISTA, HUMAN RESOURCES DIRECTOR
TRACY KLINE, ACCOUNTING MANAGER
GRETCHEN WINTERMANTEL, MARKETING DIRECTOR
FRANK KNOREK, COMPLIANCE ANALYST
KATHY BEDNAREK, GRANTS COORDINATOR
WAYNE KRAVITZ, OPERATIONS MANAGER

OTHERS:

STEVE BUCKLEY, KIMLEY-HORN REPRESENTATIVE
BUS OPERATORS- PAUL JASON, RICHARD MCNEIL, DAWN HOWELL, JD KLINIEWSKI, CHERRI
SWAINBANK, ANGEL RODRIGUEZ, JEFF LEWIS, DORIS SHAW, TA-QUANA CHAPMAN, RAHFEEQAH
SAJAADULLAH, JOHN HARRISON, STANLEY KARGE, BOB CHRISTOPHER, JOE GRANAHAN, RICK
WEBER

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, Dr. Kepner, Mr. Padavan, Ms. Villano, Mr. Young and Mr. Sciandra.

3. Public Comment: Paul Jason said he would like to have discussion regarding the job bid that is currently posted. His concerns included that the lunches aren't consistent and a couple of the split jobs. He said other drivers have the same concerns and they would like to get some things fixed before they start bidding.

Mr. Sciandra thanked Mr. Jason for attending the meeting and said that we appreciate all of your concerns. He said that we want to listen to and fix those concerns if it works for the Authority, our customer base and is financially responsible. He explained that we have a number of responsibilities to the drivers both financially and their quality of life. Mr. Sciandra stated that we are getting pressure from the state for the amount of overtime we have been experiencing. He said that safety is also a concern for drivers working 13 and 14 hours on a route. Mr. Jason said that they had the ability to sit down with Mr. Horton and Mr. Roselle but they never got the opportunity to finish it because there weren't people to relieve them. Mr. Sciandra confirmed that Mr. Jason previously had a meeting with Mr. Young, adding that if there are issues with a group of routes, he should submit the issues and we will investigate them and make any necessary changes. Doris Shaw said she brought to attention changes that need to be made and that the My Stop Ap is not fixed correctly. Mr. Sciandra asked them to put concerns in writing. Mr. Young said he did receive the Union's concerns in writing and has had discussions. Mr. Sciandra said he appreciated all the input and said we will look into it and make any necessary changes. Mr. Young said he planned on riding on one of the runs tomorrow and asked Mr. Jason to gather information on what trips are the issues. Mr. Young said he wants everyone to be able to work together to move forward. Mr. Jason asked if the bid will be held. Mr. Sciandra said we are moving forward on the bid and we will work on the exceptions. Richard McNeil said the whole extra board is going to be off on Saturday and that we will burn up the part timer hours during the week. Doris Shaw said that since we hired the part timers their hours have been cut drastically for overtime. Mr. Fiume said this bid has cut overtime. Paul Jason said that on this last pay period, four of the part time drivers went over the 56 hours and that is a violation of the contract.

4. Approval of Minutes: Board Chairman, Mr. Sciandra asked for approval of the board minutes from the October 31st, 2023 meeting. A motion was made by Ms. Villano and seconded by Mr. Bindus. Motion carried.

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

Mr. Sciandra said he would accept a motion to accept the treasurer's report, pending audit. A motion was made by Mr. Bindus was seconded by Mr. Padavan. All members present voted yes; motion carried.

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra said that Gretchen and the team did a great job in the Wilkes-Barre Christmas parade and thanked them for their hard work.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:55 p.m. until approximately 5:10 p.m. He said during that time the board was updated on some personnel matters. Atty. Blazosek mentioned that no decisions were made or actions were taken at that time.

8. Executive Directors Report:

Mr. Fiume explained the projected date to move into the new facility is May 2024. He commented that we have Stuff the Bus on December 6th from 7 a.m. to 7 p.m. at Walmart in Pittson with media coverage and Tux will be there. He said on December 5th he and Ms. Wintermantel will be on PA Live at 3:00 p.m. He said we participated in both the Christmas and Veteran's Day parades. Mr. Fiume said that we had a food collection challenge between Shared Ride and Fixed Route and we delivered 541 pounds of food to CEO. He stated that there will be a Holiday luncheon for all of our employees on the 20th of December and they are really pushing for a Driver Assault Bill on the state level.

Mr. Fiume presented the following motions:

Motion to approve the contract with Governmental Consulting Strategies after approved by LCTA's solicitors. A motion was made by Mr. Young and seconded by Ms. Villano. All members present voted yes; motion carried.

Mr. Sciandra said we will be taking motions two through eight together.

Motion to approve the EC Change Order #12.

Motion to approve the EC Change Order #13.

Motion to approve the GC Change Order #36.

Motion to approve the GC Change Order #37.

Motion to approve the GC Change Order #38.

Motion to approve the GC Change Order #39.

Motion to approve the PC Change Order #07.

A motion was made by Mr. Cefalo and seconded by Mr. Bindus. All members present voted yes; motion carried.

Motion to approve the contract for Hillis-Carnes. A motion was made by Mr. Young and seconded by Mr. Padavan. All members present voted yes; motion carried.

Motion to approve the Comcast contract for service at the new building for 3 years. A motion was made by Mr. Bindus and seconded by Ms. Villano. All members present voted yes; motion carried.

Motion to approve the Modeshift contract for 5 years. A motion was made by Mr. Young and seconded by Mr. Padavan. All members present voted yes; motion carried.

Motion to approve the AVAIL contract for FRITS system. A motion was made by Mr. Bindus and seconded by Mr. Cefalo. All members present voted yes; motion carried.

9. Committees:

Public Transit Ridership Forum Committee- Valerie Kepner, Chairperson
Dr. Kepner did not have a report for this month.

Operations/Safety Committee- Tom Bindus, Chairperson

Mr. Bindus said he came in an hour earlier today and he walked around outside with Mr. Horton and Mr. Marriggi and asked questions regarding suspicious characters or threats, adding that complaints are down. He stated that Mr. Marriggi hung up a flyer congratulating the drivers for being accident free for the month of October. Mr. Bindus said the hole in the pavement at Shared Ride has been fixed and that Mr. Horton and Mr. Marriggi have been in touch with the Wilkes-Barre fire company and police. Mr. Marriggi said they conducted and completed sexual harassment and de-escalation training with a good turn out and a lot of feedback from the audience. He said that fall prevention training was held at Shared Ride. He explained they conducted a safety meeting in October and he is working with the insurance company to get a safety discount in 2024.

Strategic Planning Committee- Michael Cefalo, Chairperson

Mr. Cefalo said he is interested to see how the new transportation plan relates back to our metrics.

Personnel Committee- Joe Padavan, Chairperson

Mr. Padavan said we are hiring part time drivers adding that Mr. Horton is over helping out at Shared Ride. He stated that we would be looking into any issues with new bid posted. Mr. Sciandra confirmed that all reviews would be done by the end of the year.

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. Bindus made a motion to adjourn, seconded by Ms. Villano. Motion carried.

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board