

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
APRIL 30, 2024

PRESENT:

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

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

ABSENT:

JOHN YOUNG, ASST. TREASURER
DENNIS DRISCOLL, ASST. SECRETARY

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, SAFETY/TRAINING DIRECTOR
DEBBIE DENNIS, SHARED RIDE DIRECTOR
TRACY KLINE, ACCOUNTING MANAGER
GRETCHEN WINTERMANTEL, MARKETING DIRECTOR
KATHY BEDNAREK, GRANTS COORDINATOR

OTHERS:

BOB CHRISTOPHER, UNION PRESIDENT
JIM DURLAND, PUBLIC

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, Mr. Polakoski, Ms. Villano 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 19th, 2024 and the April 11th, 2024 meetings. A motion was made by Mr. Bindus and seconded by Ms. Villano. Motion carried.

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

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

6. Chairperson’s Report: Mr. Charles Sciandra

Mr. Sciandra did not have a report at this time.

7. Solicitor’s Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:15 p.m. until approximately 4:50 p.m. He said during that time Atty. Carmody updated the board on some personnel matters and discussed the scheduling of ongoing litigation. Atty. Blazosek said Mr. Fiume addressed the board on personnel matters for advertised positions that are currently open. He mentioned that no decisions were made or actions taken but a general update was given.

8. Executive Directors Report: Mr. Robert Fiume

Mr. Fiume said we are still on track with the new building for May 17th but will find out probably next week if that will be the move in date. Mr. Fiume stated that next week is rider appreciation days and we will be holding several events either on our buses or at the transit center.

Mr. Fiume presented the following motions:

Motion to approve the MOA Between LLTS-MPO and LCTA. A motion was made by Mr. Bindus and seconded by Ms. Villano. All members present voted yes; motion carried.

Motion to approve Board Resolution for COA Local Match. A motion was made by Mr. Cefalo and seconded by Mr. Padavan. All members present voted yes; motion carried.

Motion to approve Contract for LCCC Shuttle Service. A motion was made by Ms. Villano and seconded by Mr. Padavan. All members present voted yes; motion carried.

Motion to approve Contract for Workforce Development Shuttle Service. A motion was made by Mr. Bindus and seconded by Mr. Padavan. All members present voted yes; motion carried.

Motion to approve Free Fare Resolution on May 8th, 2024. A motion was made by Ms. Villano and seconded by Mr. Bindus. All members present voted yes; motion carried.

Motion to approve Contract for Van Shuttle Service for Visit Luzerne County. A motion was made by Mr. Cefalo and seconded by Ms. Villano. All members present voted yes; motion carried.

The next five motions were approved collectively:

EC Change Order #25 - Fuel Canopy Electrical Modifications

MC Change Order #08 - Fuel Canopy Mechanical Modifications

PC Change Order #13 - Samson Fluid Control Handles, Exhaust Reel Mounting Steel, Gas Flow Meter T&M, & Temporary Heating T&M

GC Change Order #50 - Electrical Platform, Door A200 Hardware Change, OHD F101B Change, & Window Treatments

GC Change Order #51 - Owner Move

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

9. Committees:

Customer Service and Public Transit Ridership Committee- Valerie Kepner, Chairperson

Dr. Kepner said they had a meeting on the first Tuesday of the month with Mr. Fauver and also had the quarterly CAC meeting this month.

Operations/Safety Committee- Tom Bindus, Chairperson

Mr. Bindus said he met with Mr. Marriggi and Mr. Horton at the airport complex and had a tour. He said they talked about wheelchair training and training for the disabled. He explained there are safety concerns about the Intermodal in the evening but said the police do patrol it. Mr. Bindus said they discussed flood insurance and Mr. Marriggi did safety spot checks and a ride along with the drivers. He stated that Mr. Marriggi completed the safety refresher training for Shared Ride for driver fatigue and awareness, wheelchair securement and fall prevention. Mr. Bindus said that in 2024 falls on the buses have been on a downslope and there were no accidents reported for March and only two minor accidents in April.

Strategic Planning Committee- Michael Cefalo, Chairperson

Mr. Cefalo said it is good to see that we are reaching out to the business parks on micro transit adding that it is the future. He said we will continue to push our page turn for the strategic plan but are waiting for the public comment to come back on the TDP. Mr. Sciandra confirmed that Mr. Fauver will be coming in for that.

Personnel and Continued Progress Committee- Joe Padavan, Chairperson

Mr. Padavan said we are still looking for an Accountant and Randy is interviewing candidates but the main thing is to find the right person. He said the move to the new building should be very exciting for all personnel. Mr. Sciandra questioned Mr. Lisman regarding the Accountant position. Mr. Lisman said there has been a lull. He stated that he has been using someone out of Harrisburg to find potential candidates but she provided many of the resumes he already had. Mr. Lisman explained that he may be looking to start someone at a lower level instead of someone with a lot of experience.

Finance and Budget Committee- Valerie Kepner, Chairperson

Dr. Kepner did not have a report. Mr. Sciandra stated that at the next meeting the Auditor will be here to make a presentation on the last audit.

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. Padavan made a motion to adjourn, seconded by Mr. Bindus. Motion carried.

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board