

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
JULY 16, 2024

PRESENT:

MICHAEL CEFALO, VICE-CHAIRMAN
VALERIE KEPNER, PH.D., TREASURER
TOM BINDUS, MEMBER
JOSEPH PADAVAN, MEMBER
GARY POLAKOSKI, MEMBER

ATTORNEY JOSEPH BLAZOSEK, SOLICITOR

ABSENT:

CHARLES SCIANDRA, CHAIRMAN
LYNETTE VILLANO, SECRETARY
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
DEBBIE DENNIS, SHARED RIDE DIRECTOR
BRANDY SPENCER, HUMAN RESOURCES DIRECTOR
TRACY KLINE, ACCOUNTING MANAGER
GRETCHEN WINTERMANTEL, MARKETING DIRECTOR

OTHERS:

JIM DURLAND, PUBLIC

1. Pledge of Allegiance: Board Vice-Chairman, Mr. Cefalo, 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 and Mr. Polakoski.

3. Public Comment: None.

4. Approval of Minutes: Board Vice-Chairman, Mr. Cefalo asked for approval of the board minutes from the June 25th, 2024 meeting. A motion was made by Mr. Bindus and seconded by Mr. Padavan. 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. Bindus. All members present voted yes; motion carried.

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra was absent from the meeting. Mr. Cefalo thanked everyone for their efforts in the ribbon cutting at the new building and expressed the board's appreciation to the staff and how much they appreciate their hard work.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:23 p.m. until approximately 5:00 p.m. He said during that time the board was updated on some real estate matters, there were no decisions made but the board was given further information that will help in making decisions. Atty. Blazosek stated there were comments on matters that touch upon quasi legal issues, some updated right to know requests and scheduling matters that touch on depositions in a case that will be forthcoming. Atty. Blazosek mentioned that no decisions were made.

8. Executive Directors Report: Mr. Robert Fiume

Mr. Fiume said we will be moving into the new building over this week and will be hopefully operating out of there next Monday. He commented that the ribbon cutting was a success and thanked the board for all their support and for coming. Mr. Fiume also thanked the staff for their hard work and dedication. He said we are through the preliminary draft report and public comments for the TDP and are in the process of the final report.

Mr. Fiume presented the following motions:

Motion to approve the 2024/2025 Budget. A motion was made by Dr. Kepner and seconded by Mr. Padavan. All members present voted yes; motion carried.

Motion to approve the advertising contract with Vector Media for two years plus two available for renewal. A motion was made by Mr. Bindus and seconded by Mr. Polakoski. All members present voted yes; motion carried.

Motion to approve the Short-Term Disability Amendment. A motion was made by Mr. Padavan and seconded by Dr. Kepner. All members present voted yes; motion carried.

Motion to approve the contract with Sophie's Daycare for Shared Ride service. A motion was made by Mr. Bindus and seconded by Mr. Polakoski. All members present voted yes; motion carried.

Motion to approve the Change Order GC #53. A motion was made by Mr. Padavan and seconded by Mr. Bindus. All members present voted yes; motion carried.

Motion to authorize the Executive Director to execute the certificate of substantial completion letter for the building. Mr. Cefalo stated the letter is from Gannett Fleming, the engineers of record. A motion was made by Mr. Polakoski and seconded by Dr. Kepner. All members present voted yes; motion carried.

9. Committees:

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

Dr. Kepner did not have a report at this time but said they still have a meeting planned for the end of July.

Operations/Safety Committee- Tom Bindus, Chairperson

Mr. Bindus stated that at the ribbon cutting he got to talk to the Mayor of Wilkes-Barre and his chief of police because people were concerned about the intermodal. He said the chief told him they are getting ten more policeman and are going to increase patrols there and they are aware. Mr. Bindus explained that someone is buying tickets from New York City and sending people here that are either homeless or immigrants or both and they end up down on Union Street. He said it is happening like a regular thing and to be careful out there. Atty. Blazosek said there is a food kitchen in that area.

Strategic Planning Committee- Michael Cefalo, Chairperson

Mr. Cefalo said that once the move is complete, we will start scheduling a page turn on the strategic plan and get the changes to the routes integrated in there and the metrics up to date.

Personnel and Continued Progress Committee- Joe Padavan, Chairperson

Mr. Padavan said personnel has been kind of slow this month because of getting ready to move into the new building and there would be more to report next month when we are in the new building.

Finance and Budget Committee- Valerie Kepner, Chairperson

Dr. Kepner did not have a report at this time.

10. Old Business: No old business was discussed.

11. New Business: None.

12. Remarks: No remarks were made.

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

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board