

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
SEPTEMBER 26, 2024

PRESENT:

CHARLES SCIANDRA, CHAIRMAN
MICHAEL CEFALO, VICE-CHAIRMAN
VALERIE KEPNER, PH.D., TREASURER
LYNETTE VILLANO, SECRETARY (By Phone)
DENNIS DRISCOLL, ASST. SECRETARY (By Phone)
GARY POLAKOSKI, MEMBER

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

ABSENT:

JOHN YOUNG, ASST. TREASURER
TOM BINDUS, MEMBER
JOSEPH PADAVAN, MEMBER

ADMINISTRATIVE STAFF:

ROBERT FIUME, EXECUTIVE DIRECTOR
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.
GINO MARRIGGI, SAFETY/TRAINING 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
JOSEPH JOYCE, JOYCE INSURANCE

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. Cefalo, Mr. Driscoll, Dr. Kepner, Mr. Polakoski, Ms. Villano and Mr. Sciandra.

3. Public Comment: Mr. Jim Durland asked if My Stop is a full App or a redirect. Mr. Roselle said it is a full App run by Avail which can be used by an Android or Apple. Mr. Durland expressed his concerns about the My Stop App saying it is not real time. He said there are mistakes on some of the routes. Mr. Roselle said he would look at it. Mr. Sciandra asked Mr. Durland for his cell number so that we could get back to him. Mr. Fiume said the new plan would be going into effect in the beginning of November and we are setting up public meetings. Mr. Sciandra said he is welcome to come in and go through it with Mr. Roselle.

4. Approval of Minutes: Board Chairman, Mr. Sciandra asked for approval of the board minutes from the August 27th, 2024 meeting. A motion was made by Mr. Cefalo and seconded by Mr. Polakoski. 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 said that Mr. Cefalo will take us through the strategic plan update in his report. He said it was very impressively done and Mr. Fauver has been working with the organization to put some additional action plans in place.

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 5:20 p.m. He said during that time they were updated on litigation and personnel matters but no decisions were made during that time period and any that are necessary will be done at the public meeting.

8. Executive Directors Report: Mr. Robert Fiume

Mr. Fiume said we are moving forward with our plan implementing new route changes and micro transit. He said it has been very intense getting things together and the date set is November 11th.

Mr. Fiume presented the following motions:

Motion to approve the adoption of the LCTA Marketing Plan. A motion was made by Mr. Cefalo and seconded by Mr. Polakoski. All members present voted yes; motion carried.

Motion to approve the renewal of the advertising package with Times Leader for \$5,616.00. A motion was made by Dr. Kepner and seconded by Mr. Polakoski. All members present voted yes; motion carried.

Motion to approve the wash rack quarterly service and training with Westmatic for \$8,900.00. A motion was made by Mr. Polakoski and seconded by Ms. Villano. All members present voted yes; motion carried.

9. Committees:

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

Dr. Kepner said that since our last meeting we had a Citizens Advisory Committee meeting that went well. She stated that the next CAC meeting is on Tuesday, December 3rd at 11 a.m. Dr. Kepner mentioned that this coming Tuesday is when Mr. Fauver meets with members of management and board members.

Operations/Safety Committee- Tom Bindus, Chairperson

Mr. Bindus was absent from the meeting. Mr. Fiume read a report by Mr. Marriggi that stated there was a September safety meeting conducted with a walk through of the facility along with the Wilkes-Barre Fire Department. He said both he and Mr. Roselle attended drug and alcohol training in Altoona. Mr. Marriggi also performed several onboardings for both Fixed Route and Shared Ride in September.

Strategic Planning Committee- Michael Cefalo, Chairperson

Mr. Cefalo said that on September 19th we got the staff together and did a page turn on the strategic plan including the goals and objectives of the plan. He said they went through things that were completed, went through things that needed to mature a little further and added a number of goals into the next iteration of the plan. He said those notes are being cleaned up to be formalized and presented to the board and suspected by the October meeting we would see the next iteration of the strategic plan. Mr. Cefalo stated that once approved it will be forwarded on to County Council. Mr. Sciandra said everyone did a superb job.

Personnel and Continued Progress Committee- Joe Padavan, Chairperson

Mr. Padavan was absent from the meeting.

Finance and Budget Committee- Valerie Kepner, Chairperson

Dr. Kepner did not have a report at this time. Mr. Sciandra said he was looking at the financial report and noted that we are saving money in fuel compared to last year.

10. Old Business: No old business was discussed.

11. New Business: Mr. Fiume said that as we went through the strategic plan and everyone thought we did a good job he wanted to give kudos to the staff. He explained that we accomplished a lot of that strategic plan with many other things going on; the TDP, setting up micro transit, the ribbon cutting and the move from Kingston. He added that we were juggling a lot of different items at that time and gave kudos to the staff.

12. Remarks: No remarks were made.

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

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board