

LUZERNE COUNTY TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING  
OCTOBER 22, 2024

PRESENT:

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

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

ABSENT:

LYNETTE VILLANO, SECRETARY  
JOHN YOUNG, ASST. TREASURER  
TOM BINDUS, MEMBER

ADMINISTRATIVE STAFF:

ROBERT FIUME, EXECUTIVE DIRECTOR  
LEE HORTON, ASSISTANT EXECUTIVE DIRECTOR  
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.  
RANDY LISMAN, FINANCE DIRECTOR  
GINO MARRIGGI, SAFETY/TRAINING DIRECTOR  
VINCE COVIELLO, MAINTENANCE DIRECTOR  
DEBBIE DENNIS, SHARED RIDE DIRECTOR  
BRANDY SPENCER, HUMAN RESOURCES DIRECTOR  
TRACY KLINE, ACCOUNTING MANAGER  
KATHY BEDNAREK, GRANTS COORDINATOR  
GRETCHEN WINTERMANTEL, MARKETING DIRECTOR

OTHERS:

PAUL JASON, BUS OPERATOR

**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. Padavan, Mr. Polakoski and Mr. Sciandra.

**3. Public Comment:** None.

**4. Approval of Minutes:** Board Chairman, Mr. Sciandra asked for approval of the board minutes from the September 26th, 2024 meeting. A motion was made by Mr. Cefalo and seconded by Mr. Driscoll. 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. Driscoll. All members present voted yes; motion carried.

**6. Chairperson’s Report: Mr. Charles Sciandra**

Mr. Sciandra said there are a lot of great things going on in our new building, we have a great staff and thanked 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 4:59 p.m. He said during that time they were updated on personnel matters but no final decisions were made. Atty. Blazosek stated that any actions involving personnel will be presented at tonight’s meeting or at a later meeting.

**8. Executive Directors Report: Mr. Robert Fiume**

Mr. Fiume said the route changes and Micro Transit are starting November 11th and we have been working hard to do some education and get publicity regarding the changes.

Mr. Fiume presented the following motions:

The following motions were approved collectively:

Motion to approve the Change Order GC #60

Motion to approve the Change Order GC #61

Motion to approve the Change Order GC #62

Motion to approve the Change Order GC #63

Motion to approve the Change Order EC #32

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

Motion to approve the wage adjustments, as per the list provided by the Human Resources Office. A motion was made by Mr. Padavan and seconded by Mr. Polakoski. All members present voted yes; motion carried.

The next two motions were approved together:

Motion to approve the suspending of fares for veterans and active-duty military on Veteran’s Day.

Motion to approve the suspending of fares for the first week of Micro Transit.

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

Motion to approve the 3-month contract for advertising with WBRE/WYOU, pending solicitor review. A motion was made by Mr. Driscoll and seconded by Mr. Polakoski. All members present voted yes; motion carried.

Motion to award a contract to and accept the bid proposals of Endless Mountains Water and Energy Services LLC for the new building solar project at a cost not to exceed \$2,766,675.00 with a start date by 1/2/2025. A motion was made by Mr. Cefalo and seconded by Mr. Driscoll. All members present voted yes; motion carried.

Motion to approve the amended MOU with ATU 164. A motion was made by Mr. Driscoll 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 met earlier this month, adding that she thought it was a good meeting. The next meeting was supposed to be on Tuesday, November 5th, but it was moved later because of the election.

**Operations/Safety Committee-** Tom Bindus, Chairperson

Mr. Bindus was absent from the meeting. Mr. Marrigi said the safety committee met for our monthly meeting and discussed having a mock fire drill. He explained we have muster stations signs that we will be posting and have been working in connection with the Wilkes-Barre fire department. Mr. Marrigi stated that we are having active shooter and de-escalation training on November 10<sup>th</sup> here at our facility.

**Strategic Planning Committee-** Michael Cefalo, Chairperson

Mr. Cefalo said he requested a draft of the updated goals and objectives from Mr. Fauver for review. He stated that we will do a page turn on those, get them out to the team at large and have them do a review. Mr. Cefalo said we will then get them published accordingly and get the addendum to the strategic plan.

**Personnel and Continued Progress Committee-** Joe Padavan, Chairperson

Mr. Padavan was unavailable at this time.

**Finance and Budget Committee-** Valerie Kepner, Chairperson

Dr. Kepner did not have a report at this time. Mr. Sciandra said we have hired a new accountant who is starting tomorrow.

**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. Driscoll made a motion to adjourn, seconded by Mr. Polakoski. Motion carried.

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board