

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS' MEETING
DECEMBER 17, 2024

PRESENT:

CHARLES SCIANDRA, CHAIRMAN
MICHAEL CEFALO, VICE-CHAIRMAN
JOHN YOUNG, ASST. TREASURER (By Phone)
DENNIS DRISCOLL, ASST. SECRETARY
GARY POLAKOSKI, MEMBER

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

ABSENT:

VALERIE KEPNER, PH.D., TREASURER
LYNETTE VILLANO, SECRETARY
TOM BINDUS, MEMBER
JOSEPH PADAVAN, MEMBER

ADMINISTRATIVE STAFF:

ROBERT FIUME, EXECUTIVE DIRECTOR
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.
RANDY LISMAN, FINANCE DIRECTOR
GINO MARRIGGI, OPERATIONS DIRECTOR
VINCE COVIELLO, MAINTENANCE DIRECTOR
DEBBIE DENNIS, SHARED RIDE DIRECTOR
TRACY KLINE, ACCOUNTING MANAGER
MARK GIFFORD, OPERATIONS MANAGER

OTHERS:

JIM DURLAND, PUBLIC
TIM KRAFT, RKL

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, Mr. Polakoski, Mr. Young and Mr. Sciandra.

3. Public Comment: None

4. Approval of Minutes: Board Chairman, Mr. Sciandra asked for approval of the board minutes from the November 26th, 2024 meeting and the POP meeting. A motion was made by Mr. Driscoll and seconded by Mr. Cefalo. Motion carried.

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

Dr. Kepner was absent from the meeting.

Mr. Lisman said the audit went well and our expenses are in line. He stated that our reserve is in good shape, and we are well positioned for the next few years.

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

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra said, reflecting on the year, our team has gotten stronger and stronger. He commented that everyone has done a great job getting this building completed and moved in. Mr. Sciandra said our board members are totally engaged and not everyone agrees on everything. He said there are a lot of things that go into the decision making and he is very proud to be part of that. He commended the Solicitors on their role and said Merry Christmas and God Bless.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:40 p.m. until approximately 5:10 p.m. He said during that time they were updated on some real estate matters involving the Northampton Street property, some labor matters presented by Mr. Fiume and matters that involve this building. Atty. Blazosek stated that no decisions were made and there were some discussions about other benefits that may involve employees in the future, but no final outcomes.

8. Executive Directors Report: Mr. Robert Fiume

Mr. Fiume said that Microtransit is doing well. He explained that we are working to make changes to the initial route changes implemented in November. He stated that we worked with the union, and it will be some time at the end of January when we implement the changes that we need to make. Mr. Fiume said he wanted to thank the board and solicitors for all their hard work and support this last year. He also thanked all the staff, drivers and mechanics who worked hard this year, adding that we had a lot going on moving into the new building and everyone did a great job. He then wished everyone a Merry Christmas and Happy New Year.

Mr. Fiume presented the following motions:

Motion to approve Joe Roselle as the EEO Officer. A motion was made by Mr. Polakoski and seconded by Mr. Driscoll. All members present voted yes; motion carried.

Motion to approve the EEO Program pending solicitor review. A motion was made by Mr. Cefalo and seconded by Mr. Driscoll. All members present voted yes; motion carried.

Motion to adopt changes to Strategic Plan (Goals). A motion was made by Mr. Cefalo and seconded by Mr. Young. All members present voted yes; motion carried.

Motion to award the Property, Casualty and related insurance policies to the Housing and Redevelopment Insurance Exchange (HARIE) in the amount of \$422,000 as per proposal.

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

Motion to approve the Resolution for Authorization with FTA for federal assistance. A motion was made by Mr. Cefalo and seconded by Mr. Driscoll. All members present voted yes; motion carried.

Motion to approve the NRG Contract for Preventative Maintenance and Gas Sensor Calibration. A motion was made by Mr. Polakoski and seconded by Mr. Driscoll. All members present voted yes; motion carried.

The next three motions were approved together:

Motion to approve GC Change Order 64, RFI #324 Fire Sealing for \$12,185.15

Motion to approve GC Change Order 65, Coping Changes for \$34,943.48

Motion to approve GC Change Order 66, Added Gypsum Sheathing for \$9,215.69

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

Motion to accept Draft Fiscal Year 2023-2024 Audit. A motion was made by Mr. Polakoski and seconded by Mr. Driscoll. All members present voted yes; motion carried.

9. Committees:

Customer Service and Public Transit Ridership Committee- Valerie Kepner, Chairperson
Dr. Kepner was absent from the meeting.

Operations/Safety Committee- Tom Bindus, Chairperson
Mr. Bindus was absent from the meeting.

Strategic Planning Committee- Michael Cefalo, Chairperson
Mr. Cefalo said that everybody has a copy of the fresh set of goals and objectives and those will be published as part as the addendum to the strategic plan. Mr. Sciandra said it was a good 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 was absent from the meeting.

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

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board