

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS' MEETING
FEBRUARY 25, 2025

PRESENT:

CHARLES SCIANDRA, CHAIRMAN
MICHAEL CEFALO, VICE-CHAIRMAN
JOHN YOUNG, TREASURER
LYNETTE VILLANO, SECRETARY
DENNIS DRISCOLL, ASST. TREASURER
GARY POLAKOSKI, ASST. SECRETARY
VALERIE KEPNER, PH.D., MEMBER

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

ABSENT:

JOSEPH PADAVAN, MEMBER

ADMINISTRATIVE STAFF:

ROBERT FIUME, EXECUTIVE DIRECTOR
LEE HORTON, FACILITY 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
BRANDY SPENCER, HUMAN RESOURCES DIRECTOR
GRETCHEN WINTERMANTEL, MARKETING DIRECTOR
TRACY KLINE, ACCOUNTING MANAGER
MARK GIFFORD, OPERATIONS MANAGER

OTHERS:

JIM DURLAND, PUBLIC
ROBERT REILLY, PUBLIC
MALADY AND WOOTEN
COLONIAL LIFE

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, 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 January 28, 2025 meeting. A motion was made by Mr. Young and seconded by Mr. Cefalo. Motion carried.

5. Treasurer's Report: Mr. John Young, Chairperson

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

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra said that we have buses in the Pittston St. Patrick's Day parade, which is Saturday with an 11 a.m. lineup, parade starting at 11:30 a.m. He mentioned that all board members are welcome to get on the bus and ride in the parade.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:25 p.m. until approximately 4:58 p.m. He said during that time they were updated on some personnel matters and staffing needs. He explained that the board was updated on real estate matters regarding the property at Northampton Street and our intention to place that property on the market for sale. Atty. Blazosek stated that no final decisions were made and the advertisement for the sale will be forthcoming.

8. Executive Directors Report: Mr. Robert Fiume

Mr. Fiume said that we would be in the Pittston St. Patrick's Day parade on Saturday and the following Sunday we will be in the Wilkes-Barre parade. He said the route changes that we have been talking about are being implemented on Monday. He stated that we are marketing them the best we can, and we are going to have staff down at the Intermodal talking to passengers Thursday, Friday and Monday. Mr. Fiume said that Ms. Wintermantel posted a new blog, LCTA Connects, which was published last week on DiscoverNEPA.com. He said that we are hosting an MPO meeting in April. He explained that NEPA Moves is coming in on March 24th and the local colleges will be there talking about students utilizing public transportation, adding that we are also participating in a panel at the Workforce Barrier Summit. Mr. Fiume said on April 7th LCTA staff will participate in a panel about Microtransit and the TDP process, and we are also hosting the Wyoming Valley Chamber of Commerce civics spelling bee on Saturday, April 26th. He stated that we have staff attending the public comments section of the MPO regarding the long-range transportation plan this Thursday, Friday and Monday.

Mr. Sciandra asked if we are looking to do anything on TikTok noting that young people are using it. He said we are marketing to senior citizens, but could Tik Tok be an avenue to market to younger people and colleges? Mr. Fiume said we could discuss that at the summit when we have the colleges here.

Mr. Fiume presented the following motions:

Motion to approve the Contract Award for renewable natural gas credits. A motion was made by Mr. Driscoll and seconded by Mr. Cefalo. All members present voted yes; motion carried.

9. Committees:

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

Dr. Kepner said the Customer Service/Public Transit Ridership Committee meets here on Tuesday, March 11th at 10 a.m. which is closed to the public but following that meeting at 11 a.m. is the CAC meeting which is open to the public and meets in this room.

Mr. Sciandra asked Ms. Spencer about the employee of the month. Ms. Spencer said she worked together with the leadership team and submitted it to the committee members for their recommendations. She explained there is a nomination packet with what the policy and criteria are and why they are being nominated, also a sign off sheet that will go to that specific director and HR. Ms. Wintermantel confirmed they will get their own parking spot, framed certificate, a photo and bio up on the bulletin board and a \$25.00 gift card. Mr. Sciandra confirmed that everyone is eligible to be nominated. Ms. Dennis said the first employee of the month was Ted Papadopoulos, a Shared Ride Driver. Mr. Sciandra said Ms. Wintermantel did great work on this.

Operations/Safety Committee- Dennis Driscoll, Chairperson

Mr. Driscoll said at the safety meeting there was a follow up on safety concerns. He said there was a report of one preventable accident and one non-preventable accident. He stated that we are working with the fire department on additional training covering radios, evacuation and bus safety. Mr. Driscoll said Operations is in the process of completing the March bid, having new hire training, driver's meetings and spotter checks at the Intermodal.

Strategic Planning Committee- Michael Cefalo, Chairperson

Mr. Cefalo said it was good to see that the latest revision of the metrics has made it to the report.

Personnel and Continued Progress Committee- Joe Padavan, Chairperson

Mr. Padavan was absent from the meeting.

Finance and Budget Committee- John Young, Chairperson

Mr. Young said they are going to set a meeting in March.

Mr. Sciandra asked how we would get our money from the tax credits.

Mr. Lisman said we have to sell our credits to Trillium, and they will pay us 10% of whatever that value is. He said, based on the call with PPTA we are looking at possibly \$100,000. He explained that PPTA went out for RFP and Trillium was the company with the highest proposal.

10. Old Business: No old business was discussed.

11. New Business: None.

12. Remarks: No remarks were made.

13. Adjournment: With all business completed, Ms. Villano made a motion to adjourn, seconded by Mr. Young. Motion carried.

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board