

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS' MEETING
OCTOBER 27, 2025

PRESENT:

MICHAEL CEFALO, VICE-CHAIRMAN
JOHN YOUNG, TREASURER
LYNETTE VILLANO, SECRETARY
GARY POLAKOSKI, ASST. SECRETARY
VALERIE KEPNER, PH.D., MEMBER
JOSEPH ZELLER, MEMBER

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

ABSENT:

CHARLES SCIANDRA, CHAIRMAN
DENNIS DRISCOLL, ASST. TREASURER
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
JOANN DECKER, HUMAN RESOURCES DIRECTOR
TRACY KLINE, ACCOUNTING MANAGER
MARK GIFFORD, OPERATIONS MANAGER

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. Cefalo, Dr. Kepner, Mr. Polakoski, Ms. Villano, Mr. Young and Mr. Zeller.
- 3. Public Comment:** None.
- 4. Approval of Minutes:** Board Vice-Chairman, Mr. Cefalo, asked for approval of the board minutes from the September 23rd, 2025 Board Meeting. A motion was made by Mr. Young and seconded by Ms. Villano. 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 Mr. Zeller. All members present voted yes; motion carried.

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra was absent from the meeting.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:10 p.m. until approximately 4:55 p.m. He said during that time the board was updated on some personnel matters. He said that Mr. Fiume updated the board on matters pertaining to the Authority's real estate in Kingston, the former Authority property. He explained there was a discussion but no final decisions were made though it is anticipated that there may be some events occurring very shortly and when they do, they will be the subject of action at a public meeting.

8. Executive Directors Report: Mr. Robert Fiume

Mr. Fiume said that "Stuff the Bus" will be held Saturday, December 6th, 9:00 a.m. to 7:00 p.m. in the Pittston Walmart Supercenter. He explained that we are presently working with Smart Maps on a system map which will include all of our routes. He said the maps on all of our schedules will be updated and be more user friendly, improving on what we currently have now. Mr. Fiume noted we are doing our first "On the Route" segment which has been posted on social media. He stated that we pick a bus route and feature one of the businesses that our bus serves. He said the first one was Sabatini's on Route 11, the next segment is going to be at KJ's Pickel Barrel in Kingston and we have others in line. He said we are also working on rider testimonials for the website and social media. Mr. Fiume commented that the bus project for changing colors will begin next week, noting the Shared Ride vans will not be changing as they have a shorter life expectancy.

Mr. Fiume presented the following motions:

Motion to approve extending the Listing Agreement for Sale of Real Estate with EXP NEPA to May 28, 2026. A motion was made by Ms. Villano and seconded by Mr. Zeller. All members present voted yes; motion carried.

Motion to approve Elevator Maintenance Contract for \$3,120.00 per year for a period of five (5) years with TK Elevator. A motion was made by Mr. Polakoski and seconded by Dr. Kepner. All members present voted yes; motion carried.

9. Committees:

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

Dr. Kepner said they met on October 7th and the next meeting will be Thursday, November 13th at 11:00 a.m. adding that you can zoom in or come here, anyone is welcome. She stated there will be a customer service satisfaction survey that will be going out this week. She explained they discussed KPI number four which is safety, preventable accidents and that we have a goal of zero. She said this calendar year we are at 13 preventable accidents and 12 non-preventable. Dr. Kepner commented that

there is an accident review committee which determines whether the accident was preventable or non-preventable and there is discipline if necessary and re-training. She said there will be a food collection for Thanksgiving.

Operations/Safety Committee- Dennis Driscoll, Chairperson

Mr. Driscoll was absent from the meeting. Mr. Marriggi said we are doing more refresher trainings and we just updated our discipline and accident policy and are putting those into effect. He stated that a lot of the accidents are mirror strikes and some curbed tires which are preventable because they hit a fixed object. Mr. Fiume explained that they are all considered preventable accidents if they hit something standing. He said if it is deemed preventable, there is discipline according to the new policy and re-training.

Strategic Planning Committee- Michael Cefalo, Chairperson

Mr. Cefalo did not have a report at this time.

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 the shutdown is not affecting us at this point. He said we received our operating funds from the state which was running about four months behind. Mr. Young explained that our current financials for July are over budget with salaries and benefits because there were three pay periods in the month but it will balance out in the next financials. He stated that Mr. Lisman has been really busy with the audit but overall everything with our finances and budget is going well. Mr. Lisman said he hoped the audit would be finished in November but it could be December. Mr. Cefalo said it has been interesting with what we have been going through trying to keep our capital budgets on task with two governments at a standstill adding that it will be interesting to see how it all plays out. He said we are doing everything we can to stay status quo and make sure our level of service stays where it needs to be and appreciated everyone's effort along those lines.

10. Old Business: None.

11. New Business: No new business was discussed.

12. Remarks: There were no remarks.

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

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board