

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

PRESENT:

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

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

ABSENT:

JOHN YOUNG, TREASURER
DENNIS DRISCOLL, ASST. TREASURER

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
LEE HORTON, FACILITY DIRECTOR
JOANN DECKER, HUMAN RESOURCES DIRECTOR
GRETCHEN WINTERMANTEL, MARKETING DIRECTOR
DEBBIE DENNIS, SHARED RIDE DIRECTOR
TRACY KLINE, ACCOUNTING MANAGER
MARK GIFFORD, OPERATIONS MANAGER

OTHERS:

JIM DURLAND, PUBLIC

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, Dr. Kepner, Mr. Padavan, Mr. Polakoski, Ms. Villano, Mr. Zeller and Mr. Sciandra.

Mr. Sciandra noted that Mr. Driscoll has resigned from the board and we are waiting for the County to appoint someone new. Atty. Blazosek confirmed that we have a resignation letter.

3. Public Comment: None.

4. Approval of Minutes: Board Chairman, Mr. Sciandra, asked for approval of the board minutes from the October 27th, 2025 Board Meeting. A motion was made by Ms. Villano and seconded by Mr. Zeller. Motion carried.

5. Chairperson's Report: Mr. Charles Sciandra

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

6. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:04 p.m. until approximately 5:00 p.m. He said during that time Mr. Fiume had the input of our health insurance consultant to review matters that touch upon personnel. Atty. Blazosek explained there were no decisions made but the board was given an update on matters that will now be available for an action item during the public session. He stated that they also had an update on real estate matters pertaining to the Authority's property along Northampton Street in Kingston.

7. 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 and also we were in the Santa Parade on Saturday. He explained that we are currently looking at all of our routes and trying to make sure that we are on board with tightening our belts, adding that we are not looking at any cuts at this moment but we are going to be working with staff to see what we need to do. Mr. Fiume hoped that the current legislature helps public transit in Pennsylvania with some extra funding and works on the Shared Ride program. He stated that we have a lot to do in the next coming year and we are going to work diligently to provide the best service possible. Lastly, he mentioned that Dennis Driscoll has resigned and the chairman has asked Mr. Zeller to take his spot on the Operations/Safety Committee.

Mr. Fiume presented the following motions:

Motion to approve the Health Insurance Plan with Highmark-Benecon-VBA-Guardian.

Mr. Lisman confirmed that he budgeted a 15% increase but was waiting to see what the board decided to calculate a final number. Mr. Sciandra asked if there is a possibility in accruing the money we are getting back to reduce that. Mr. Lisman stated that he hasn't been that involved in the consortium but said it could work both ways because next year we could end up owing money. He felt the safest thing would be to leave that in reserve so if it goes the opposite way the next year you have a safety net. Mr. Sciandra said if we were to do a review and a cost of living increase it is going to get eaten up by the health care and asked Mr. Lisman to run a number for the administration. A motion was made by Mr. Cefalo and seconded by Mr. Zeller. All members present voted yes; motion carried.

Motion to approve Transfer Listing Agreement for Sale of Real Estate. A motion was made by Ms. Villano and seconded by Mr. Padavan. All members present voted yes; motion carried.

8. Committees:

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

Dr. Kepner said they met on November 13th and a number of the things we talked about, Mr. Fiume has already mentioned. She said that Fixed Route on time performance was at 85% in October, similar to

September and Shared Ride had good on time performance. Dr. Kepner stated that ridership for Fixed Route is back to where it was a year ago and Shared Ride is about the same as last year. She explained that Ms. Wintermantel and others are working on a system map to be distributed and ready to go in January. She said that Title 6 and passenger code of conduct posters were being put in buses and the customer service satisfaction survey is out. Dr. Kepner mentioned that the customer service meeting in December is on the 9th at 12:30 p.m. and the Citizens Advisory meeting is at 1:30 p.m. on the same day.

Operations/Safety Committee- Joseph Zeller, Chairperson

Mr. Zeller said topics of the November 17th, 2025 safety meeting included Mr. George Nackley attending the safety committee meeting and conducting our annual certification to receive the 5% credit for our workers' compensation rate. He said they also discussed the bus stop on Blackman Street. He stated that K & J Safety will be on site December 1st and 2nd to meet with staff and committee members along with doing a walk through the facility for our safety and security and emergency preparation plan. He mentioned they discussed that the upstairs part storage gates need to remain closed while not in use and appropriate signage should be added in that area. Mr. Zeller explained that two safety concerns were brought up including a tree limb hanging in Inkerman which was resolved and passenger pickups outside the intermodal will no longer be allowed.

Strategic Planning Committee- Michael Cefalo, Chairperson

Mr. Cefalo said we are going to take a deeper dive and get a little more engaged into the strategic plan as it relates to some of the costs and the numbers discussed in the Exec session. Mr. Sciandra commented that we should get Mr. Zeller a copy of the strategic plan and confirmed that we need to update the plan and/or add an addendum.

Personnel and Continued Progress Committee- Joe Padavan, Chairperson

Mr. Padavan said things are moving steady and everything is flowing the way it should.

Finance and Budget Committee- John Young, Chairperson

Mr. Young was absent from the meeting.

9. Old Business: None.

10. New Business: No new business was discussed.

11. Remarks: There were no remarks.

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

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board