

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS' MEETING
DECEMBER 16, 2025

PRESENT:

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

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

ABSENT:

JOHN YOUNG, TREASURER
DENNIS DRISCOLL, ASST. TREASURER
JOSEPH PADAVAN, MEMBER
JOSEPH ZELLER, 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
DEBBIE DENNIS, SHARED RIDE DIRECTOR
TRACY KLINE, ACCOUNTING MANAGER

OTHERS:

FRANCIS HEALEY, PUBLIC (By Phone)
ATTORNEY JOSEPH JOYCE

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 for the meeting: Mr. Cefalo, Dr. Kepner, Mr. Polakoski, Ms. Villano and Mr. Sciandra.

3. Public Comment: Mr. Healey stated that the new service, LCTA Connects, currently stops on the corner of Oak Street and La Grange Street and asked if it could be moved to La Grange Street and Frothingham Street. Mr. Fiume said that LCTA Connects is the Microtransit service we run in zones. Mr. Roselle said that we would take a look at it and obtained Mr. Healey's phone number. Mr. Sciandra said that Mr. Roselle would be in touch with him tomorrow to get it worked out.

4. Approval of Minutes: Board Chairman, Mr. Sciandra, asked for approval of the board minutes from the November 25th, 2025 Board Meeting. A motion was made by Mr. Cefalo and seconded by Mr. Polakoski. Motion carried.

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

Mr. Young was absent from the meeting. Mr. Sciandra said he would accept a motion to approve the treasurer's report pending audit. A motion was made by Dr. Kepner and seconded by Ms. Villano. All members present voted yes; motion carried.

6. Chairperson's Report: Mr. Charles Sciandra

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

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 5:20 p.m. He said during that time they were able to get some additional information from consultants that assist the Authority with healthcare benefits, though no final decisions were made. He stated that they discussed a personnel matter which is on the agenda tonight to change the designation of the assistant solicitor. He explained no votes or decisions were made but the board had the opportunity to review the resolution that has been proposed for board action during the public meeting. Atty. Blazosek said that he wanted to commend the services of Atty. Matthew Carmody, who acted as assistant solicitor and handled a number of complex matters for the Authority and did an excellent job. Mr. Sciandra and Mr. Fiume agreed with that sentiment. Mr. Fiume said anytime we needed to call Atty. Carmody he responded immediately.

8. Executive Directors Report: Mr. Robert Fiume

Mr. Fiume said that "Stuff the Bus" was very successful, we raised over \$9,433.00 in monetary donations and collected 1,639 toys to help the children of our area. He stated that our on-time performance has risen from last year at this time and is at 85%, and our goal is 90%. Mr. Fiume said we would be working harder on that but we have definitely improved in the last year.

Mr. Fiume presented the following motions:

Motion to accept Fiscal Year 2024- 2025 Draft Audit by RKL. A motion was made by Dr. Kepner and seconded by Mr. Cefalo. All members present voted yes; motion carried.

Motion to accept the resignation of Board Member Dennis Driscoll. All members present voted yes; motion carried.

Motion to approve Insurance Renewal for Property & Liability and Worker's Compensation with Risk Strategies. A motion was made by Ms. Villano and seconded by Mr. Polakoski. All members present voted yes; motion carried.

Motion to approve Resolution to change designation of Assistant Solicitor to Joseph Joyce. A motion was made by Mr. Cefalo and seconded by Ms. Villano. Dr. Kepner voted no, all remaining members present voted yes; motion carried.

Mr. Fiume said that we need to add a motion for LCTA to provide emergency services through contract with Northeast Counseling Center using the Shared Ride system beginning early January. He said we will follow up at the January meeting with a contract. Mr. Fiume stated that if we do not provide service, they will not have the transportation necessary. He explained that the Sunshine Law was amended a couple of weeks ago. Atty. Blazosek said the motion can be added because it is an emergency and there is justification, adding that it would be pending the formal agreement. Atty. Joyce explained that we need a majority vote to amend the agenda.

Mr. Sciandra asked for a motion to amend the agenda. A motion was made by Dr. Kepner and seconded by Mr. Polakoski. All members present voted yes; motion carried.

Vote to approve LCTA to provide medical assistance transportation services through a sub-contractor for those who need those services. A motion was made by Mr. Cefalo and seconded by Mr. Polakoski. All members present voted yes; motion carried.

9. Committees:

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

Dr. Kepner said they met as a customer service committee on December 9th and some of the things they talked about was that on-time performance continues to improve for Fixed Route and it is great for Shared Ride. She said ridership for Fixed Route is still below what it was in 2023 and Shared Ride numbers are about the same as last year. She stated that there was a survey that bus riders were asked to complete and we did not get the number of survey responses we were hoping for but they do have some and we will go into that at our next meeting. Dr. Kepner said the Fixed Route driver, Kevin McGee, is the employee of the month, adding that his on-time performance is almost 100%. She explained our Shared Ride program brochures are being updated as are route and system maps. Dr. Kepner mentioned the Citizens Advisory meeting was later that same afternoon, and the next meeting is on March 10th at 1:30 p.m. Mr. Fiume wanted to note that there are many factors such as accidents, bad weather and construction that affect the on-time performance.

Operations/Safety Committee- Joseph Zeller, Chairperson

Mr. Zeller was absent from the meeting.

Strategic Planning Committee- Michael Cefalo, Chairperson

Mr. Cefalo said we have achieved about a 65% rate on our strategic plan goals and still have two quarters left in 2026. He stated that they are going to put a small group together and bring in our consultants and really take a good hard strategic look at our costs because we need to manage our funding.

Personnel and Continued Progress Committee- Joe Padavan, Chairperson

Mr. Padavan was absent from the meeting.

Finance and Budget Committee- John Young, Chairperson

Mr. Young was absent from the meeting. Mr. Lisman said that we need to watch over our cash flow while there is not a sense of urgency, also he thought the audit went ok.

10. Old Business: None.

11. New Business: No new business was discussed.

12. Remarks: There were no remarks.

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

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board