

LUZERNE COUNTY TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS' MEETING  
FEBRUARY 24, 2026

PRESENT:

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

ATTORNEY JOSEPH BLAZOSEK, SOLICITOR

ABSENT:

NONE

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  
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 for the meeting: Mr. Alshefski, Mr. Cefalo, Dr. Kepner, Mr. Padavan, Mr. Polakoski, Ms. Villano, Mr. Young, Mr. Zeller 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 27th, 2026 Board Meeting. A motion was made by Mr. Young and seconded by Mr. Cefalo. Motion carried.

**5. Treasurer's Report: Mr. Joseph Zeller, Chairperson**

Mr. Young made a motion to approve the treasurer's report pending audit. The motion was seconded by Mr. Cefalo. 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 they went into an executive session from 4:25 p.m. until approximately 4:55 p.m. He said during that time Mr. Fiume updated the Board on the status and rationale for board action on performance review adjustments. Atty. Blazosek said they were given an update on real estate matters that involved information and status but no decisions were made and no actions taken. Atty. Blazosek stated that any actions that will follow will be done at a public meeting.

**8. Executive Directors Report: Mr. Robert Fiume**

Mr. Fiume said we had our food drive yesterday at Lincoln Plaza, which we do every two months, working with CEO. He said we had a nice response with 57 baskets given out and gave thanks to our staff for all the hard work and the good things we are doing. He explained that we have a Triennial Review with FTA this year and we are preparing documents for them as we speak, adding that they will be here physically in August. He said we have several broken doors that are being taken care of out in the storage area for our vehicles, they are being addressed through PennDOT and some architects. Mr. Fiume stated that we are going to have a presentation regarding propane here on March 10th from 11:00 a.m. to 1 p.m. from some propane experts and salespeople. He mentioned that we have a new system map. Ms. Wintermantel said they are available upon request for our customers, adding that it took a while to complete but they are finished. Mr. Fiume said that we are in two parades this year: the Pittston Parade on March 7th and the Wilkes-Barre Parade on March 15th for St. Patrick's Day.

Mr. Fiume presented the following motions:

Motion to approve Administration Performance Review adjustments. A motion was made by Ms. Villano and seconded by Mr. Zeller. All members present voted yes; motion carried.

Motion to approve one-year license for Sophos MDR for \$16,270 for cybersecurity enhancement. A motion was made by Mr. Padavan and seconded by Dr. Kepner. All members present voted yes; motion carried.

Mr. Zeller asked what the cybersecurity enhancement is. Mr. Roselle explained that instead of just the anti-virus that we have it does much more and monitors things coming in before it gets to the anti-virus. He said it is looked upon as a best practice for the Cybersecurity insurance policy as well.

The next two motions were approved together:

Motion to approve contract with Children's Service Center for MATP client transportation.

Motion to approve contract with LCCC for Open House shuttle service.

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

The next three motions were approved together:

Motion to approve contract with WSP USA, Inc to prepare Bus Rapid Transit Feasibility study.

Motion to approve the Shared Ride Operator's Manual.

Motion to approve Conflict of Interest Policy applicable to all engaged in the selection, award, and administration of contracts involving LCTA.

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

The next four motions were approved together:

Motion to accept the resignation of Joseph Zeller as Treasurer.

Motion to accept the resignation of John Young as Assistant Treasurer.

Motion to appoint John Young as Treasurer.

Motion to appoint Joseph Zeller as Assistant Treasurer.

A motion was made by Mr. Padavan and seconded by Ms. Villano. All members present voted yes; motion carried.

## **9. Committees:**

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

Dr. Kepner said the committee met today from 3:00 p.m. to 4:00 p.m. and they discussed ridership numbers, noting that Microtransit numbers are going up and LCTA is looking into possibly increasing the number of Microtransit routes in an effort to be more efficient. She stated that we continue to improve Fixed Route on-time performance, as in Shared Ride. Dr. Kepner said we will, as an organization, be celebrating Women's History Month and Transit Appreciation Day in March. She said they also discussed the customer survey, which had 49 responses, and what some of the results said.

Dr. Kepner said with the snowstorms we only lost one day of service. She noted that we had 6 outreach events, moved from 4 bids down to 2 and there is a bid posted and currently underway.

### **Operations/Safety Committee-** Gary Polakoski, Chairperson

Mr. Marriggi stated they had a safety meeting on February 10th and had a reorganization meeting as well. He said they announced a new President, Fixed Route driver, Dawn Blaine, adding that Lee Horton is the Vice President and Debbie Dennis is the Secretary. Mr. Marriggi said they addressed safety concerns and the next meeting is on March 10th at 1:00 p.m.

### **Strategic Planning Committee-** Michael Cefalo, Chairperson

Mr. Cefalo thanked everyone for their attention to the work that Mr. Fauver put together and presented during the work session as we get through the next iteration of the Strategic Plan.

### **Personnel and Continued Progress Committee-** Joe Padavan, Chairperson

Mr. Padavan said they had a meeting last week and talked about the administrative performance reviews which were passed today. He said they are looking to hire some part-time Shared Ride drivers.

### **Finance and Budget Committee-** Joseph Zeller, Chairperson

Mr. Zeller said consolidated operating revenue was 1% under budget and expenditures were 3% over budget. Mr. Lisman explained that 3% is within reason. Mr. Zeller said that we spent more in state funding than we budgeted. Mr. Lisman said because of that shortfall we are spending more of our state reserve than we had budgeted for. Mr. Zeller stated that Fixed Route expenses were 5% over budget

due to operations salaries and overtime. Mr. Lisman said that Shared Ride and Microtransit basically netted each other out. Mr. Sciandra asked if we are cushioning our reserves. Mr. Lisman said we do have money in reserve to sustain things like developing the TDP and Microtransit until they take hold. He stated we are ok today but if we don't keep trying to tighten things and the State doesn't provide more funding there could be issues. Mr. Lisman explained that we did move into a bigger building which is significantly different than where we were before, adding that the State doesn't fund us on what size our building is they use miles, hours and ridership. Mr. Cefalo said that this is the whole purpose of these conversations that we are having and everything we are building around the strategy and tactics that are coming up next to make sure we can preserve for the long run and stay on firm financial ground regardless of what Harrisburg does.

**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. Young made a motion to adjourn, seconded by Mr. Zeller. Motion carried.

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board