

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
JUNE 26, 2018

PRESENT:

CHARLES SCIANDRA, CHAIRMAN
ARTHUR BOBBOUINE, VICE-CHAIRMAN (by phone)
VALERIE KEPNER, PH.D, TREASURER
MICHAEL GILHOOLEY, ASST. TREASURER
LYNETTE VILLANO, SECRETARY
PATRICK CONWAY, MEMBER
SID HALSOR, PH.D, MEMBER
JOHN KOCH, PH.D, MEMBER

ATTORNEY JOSEPH BLAZOSEK, SOLICITOR

ABSENT:

GARY POLAKOSKI, ASST. SECRETARY

ADMINISTRATIVE STAFF:

NORMAN GAVLICK, EXECUTIVE DIRECTOR
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.
JOHN ALU, DIRECTOR OF FINANCE
LEE HORTON, DIRECTOR OF OPERATIONS
LOUIS URITZ, PROCUREMENT MANAGER
JANINE HENNIGAN, HR MANAGER
TRACY KLINE, ACCOUNTING ASSISTANT
LORRI VANDERMARK, MARKETING

OTHERS:

KEVIN MCGEE, BUS OPERATOR, UNION PRESIDENT
LOU ROMAN, BUS OPERATOR
KAREN LEONARDI, BUS RIDER

1. Pledge of Allegiance: Board Chairman, Mr. Sciandra, welcomed everyone 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. Bobbouine, Mr. Conway, Mr. Gilhooley, Dr. Halsor, Dr. Kepner, Dr. Koch, Ms. Villano and Mr. Sciandra. Mr. Polakoski was absent.

3. Public Comment: Ms. Leonardi asked if the # 17 that goes to the Avoca Airport could go back to the way it used to be when people requested it. She said on several occasions she missed her last connection because the bus goes to the airport, adding that no one uses it.

Mr. Sciandra inquired about the schedule. Mr. Gavlick said the change occurred 6 or 9 months ago.

She also asked about the night service that was promised in April. Mr. Sciandra said we are currently working with our driver community and getting schedules set up and it has taken longer than we expected. He apologized for that. Ms. Leonardi suggested using the old schedules from the seventies and adding on another hour.

Lastly, she mentioned that the trolley is not handicapped friendly and she uses a walker. She said she takes the Dallas bus and others have walkers like her, also it is hard to get off the trolley. She stated that her bus has it almost every day of the week from Monday through Friday. Mr. Gavlick said the trolley rotates through the routes. Ms. Leonardi disagreed and said it is only on the days her driver is off and if we check our records, it is always on the number six bus.

She stated that the same gentleman always has the trolley; also it is broken and should be gone. Mr. Gavlick said there is not enough miles on it to get rid of it and we would be short a vehicle. Mr. Sciandra said we would evaluate her concerns and get back to her in a day or so.

4. Approval of Minutes: May 22th meeting

Chairman, Mr. Sciandra, asked for approval of the board minutes from the May 22nd, 2018 meeting. A motion to approve was made by Dr. Koch and seconded by Mr. Gilhooley. Motion carried.

5. Treasurers Report: Dr. Valerie Kepner

Dr. Kepner asked if Mr. Alu had anything to say. Mr. Alu said he reduced the number of reports giving the board only what was essential and changed the narrative. Dr. Kepner made a motion to accept the treasurer's report, pending audit. The motion was seconded by Ms. Villano. Motion carried with a roll call vote of the board.

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra reported that the strategic plan is almost complete and it will be approved at the next board meeting.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:47 p.m. until approximately 5:35 p.m. Atty. Blazosek stated that the board was updated on real estate and some personnel matters. He added that any actions taken will be done at the public meeting.

8. Executive Directors Report: Executive Director Norm Gavlick

Action Items:

Motion to approve the LCTA strategic plan. Mr. Gavlick said this motion will be voted on in July pending changes.

Motion to approve FY 18-19 Operating budget. Mr. Alu said this is a 15.9 million budget which is \$270,000 more than 2017-2018 budget. He said fuel was the biggest increase at \$200,000 more than the previous year. He stated that there is no projected fare increase for Fixed Route. Mr. Alu said a Shared Ride fare increase was assumed for the budget however PennDOT was not going to approve the proposal. He added that they will be working on a new Shared Ride fare schedule. Mr. Alu noted that

the Shared Ride budget has a \$581,000 loss with the estimated fare increase. Mr. Sciandra asked what the difference in the fuel rates was. Mr. Uritz confirmed that the diesel rate for last year was 1.5687 and this year it is at 2.1928.

Mr. Sciandra asked if we would get caught if the market goes down. Mr. Uritz believed it may go up. Mr. Alu commented that Fixed Route shows a balanced budget and Shared Ride shows a loss of \$581,000. A motion to approve was made by Mr. Conway and seconded by Mr. Gilhooley. Motion carried with a roll call vote of the board.

The following motions were presented together:

Motion to approve Provision of Transportation Agreement between LCTA and Wilkes-Barre City.

Motion to approve Provision of Transportation Agreement between LCTA and Peditaria, Healthcare for Kids.

Motion to approve Provision of Transportation Agreement between LCTA and Volunteers of America.

A motion to approve the above agreements was made by Dr. Koch and seconded by Mr. Conway. Motion carried with a roll call vote of the board.

9. Board Committee Reports

Public Transit Ridership Forum – Dr. Halsor, Chairperson

Dr. Halsor explained that the monthly ridership documents are in the meeting packets. He said he was unable to attend the last meeting. Mr. Gavlick said the meeting was held at LCTA in the lobby with only two people in attendance to which they gave an update on the current status of projects.

Safety Committee- Dr. John Koch, Chairperson

Dr. Koch said the minutes are included in the board packets.

Bylaws Committee- Mr. Art Bobbouine, Chairperson

Mr. Bobbouine referred to the approval of the bylaws two meetings ago adding that the work was complete.

Strategic Planning Committee- Mr. Charles Sciandra, Chairperson

Mr. Sciandra said it was almost done and we would vote on it next meeting. He thanked everyone for their hard work and taking time out of their schedule.

Health and Pension Committee- Ms. Lynette Villano, Chairperson

Ms. Villano did not have anything to report at this time.

Operations Committee- Mr. Gary Polakoski, Chairperson

Mr. Polakoski was absent from the meeting.

Personnel Committee- Patrick Conway, Chairperson

Mr. Conway presented the following motions:

Motion to hire Daniel Wilson FT FR Service Position, effective 6/27/18, at contract rate.

Motion to hire Donald Seng PT SR van driver, effective. 6/28/2018 at \$10hr. The motion was made by Mr. Gilhooley and seconded by Dr. Halsor. Motion carried after a roll call vote.

10. Old Business: Mr. Sciandra stated that the Union's previous request is considered litigation and would be answered by our solicitors.

11. New Business: Mr. Conway made a motion to change the Shared Ride starting rate from \$10.00 per hour to \$12.00 per hour. A motion to approve was made by Mr. Conway and seconded by Mr. Bobbouine. Mr. Alu confirmed that it would be effective July 1st and include only part-time drivers. Motion carried with a roll call vote of the board.

12. Remarks: None

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

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board