

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
JULY 24, 2018

PRESENT:

CHARLES SCIANDRA, CHAIRMAN
VALERIE KEPNER, PH.D, TREASURER
MICHAEL GILHOOLEY, ASST. TREASURER
LYNETTE VILLANO, SECRETARY
GARY POLAKOSKI, ASST. SECRETARY
PATRICK CONWAY, MEMBER
SID HALSOR, PH.D, MEMBER

ATTORNEY JOSEPH BLAZOSEK, SOLICITOR

ABSENT:

ARTHUR BOBBOUINE, VICE-CHAIRMAN
JOHN KOCH, PH.D, MEMBER

ADMINISTRATIVE STAFF:

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

OTHERS:

KEVIN MCGEE, BUS OPERATOR, UNION PRESIDENT
PAUL JASON, BUS OPERATOR

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. Conway, Mr. Gilhooley, Dr. Halsor, Dr. Kepner, Mr. Polakoski, Ms. Villano and Mr. Sciandra. Mr. Bobbouine and Dr. Koch were absent.

3. Public Comment: None

4. Approval of Minutes: June 26th meeting

Chairman, Mr. Sciandra, asked for approval of the board minutes from the June 26th, 2018 meeting. A motion to approve was made by Ms. Villano and seconded by Mr. Gilhooley. Motion carried.

5. Treasurers Report: Dr. Valerie Kepner

Dr. Kepner asked if anyone had questions. She mentioned that Mr. Alu has concentrated the financial report and asked if everyone was happy with that. Dr. Kepner and Mr. Sciandra commended Mr. Alu on a nice job. Mr. Alu said the report now includes period to date, budget to date and prior period to date. Mr. Sciandra mentioned that part of the strategic plan is reflected in the financials. Mr. Alu noted that we are presenting both May and June at this meeting. Dr. Kepner made a motion to accept the treasurer's report, pending audit. The motion was seconded by Dr. Halsor. Motion carried with a roll call vote of the board.

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra commended everyone in the organization regarding the strategic plan for a job well done. He added that it is on the agenda to approve later in the board meeting.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:09 p.m. until approximately 5:03 p.m. Atty. Blazosek stated that he, Atty. Carmody, and Mr. Gavlick outlined for the board some matters of personnel. He added that any actions taken will be done during the public meeting.

8. Executive Directors Report: Executive Director Norm Gavlick

Mr. Gavlick thanked our union members, Kevin McGee and Paul Jason, for sitting down and working out a plan to get our night service started in September. He said there is a tentative agreement on how they will proceed.

He said we were notified today by PennDOT that we were selected to be among the first authorities in the Commonwealth to have the new FRITS (Fixed Route Intelligent Transportation System) technology installed on our fixed route buses. He said that Joe Roselle and Josh Burkholder did a lot of good work to get us to that point and it was an honor to be selected among the first in the state. He added that installations will probably begin in January.

Action Items:

Motion to approve the LCTA strategic plan. A motion to approve was made by Ms. Villano and seconded by Dr. Kepner. Motion carried with a roll call vote of the board.

Motion to approve the revised/updated LCTA Title VI Program Plan. A motion to approve was made by Dr. Kepner and seconded by Mr. Gilhooley. Motion carried with a roll call vote of the board.

Motion to approve Provision of Transportation Agreement between LCTA and the Village of Greenbriar. A motion to approve was made by Mr. Conway and seconded by Mr. Gilhooley. 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 on July 17th held at the Nanticoke Senior Center. Mr. Gavlick said it was one of the most well attended meetings we've had.

Safety Committee- Dr. John Koch, Chairperson

Dr. Koch was absent from the meeting. Mrs. Hennigan said the meeting will be rescheduled.

Bylaws Committee- Mr. Art Bobbouine, Chairperson

Mr. Bobbouine was absent from the meeting. Ms. Villano stated that we have approved the bylaws. Mr. Sciandra asked whether we enact the changes or wait until the new year. Mr. Gavlick suggested the Bylaws Committee make a recommendation as to how the board should proceed.

Health and Pension Committee- Ms. Lynette Villano, Chairperson

Ms. Villano did not have anything to report at this time. Mr. Gavlick mentioned that the July pension meeting was postponed and the next one would be in October.

Operations Committee- Mr. Gary Polakoski, Chairperson

Mr. Polakoski did not have anything to report.

Personnel Committee- Patrick Conway, Chairperson

Mr. Conway presented the following motions:

Motion to hire Peterson Vetiaque PT SR van driver, effective 7/25/2018, at \$12 per hour.

Motion to acknowledge the separation of employee #9189.

The motion was seconded by Mr. Polakoski. Motion carried after a roll call vote.

10. Old Business: None

11. New Business: There was no new business discussed.

12. Remarks: None

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

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board