

LUZERNE COUNTY TRANSPORTATION AUTHORITY

BOARD OF DIRECTORS MEETING

MARCH 22, 2011

PRESENT:

SALVATORE LICATA, CHAIRMAN  
ROBERT TURINSKI, TREASURER  
ANTOINETTE VALENTI, SECRETARY  
ROSEMARY LOMBARDO, ASST SECRETARY  
DANIEL FRASCELLA, MEMBER  
ATTORNEY JOSEPH BLAZOSEK, SOLICITOR

ABSENT:

DR COREEN MILAZZO, PH.D., VICE-CHAIRMAN  
MARY SUSAN RICCETTI, ASST TREASURER  
DANIEL MCCORMICK, MEMBER

ADMINISTRATIVE STAFF:

STANLEY STRELISH, EXECUTIVE DIRECTOR  
FRED BROWN, MAINTENANCE SUPERVISOR  
THERESA CHAPMAN, ADMIN. ASST./ GRANTS CO-ORDINATOR  
MOHAMMED NAJIB, CONTROLLER  
ROBB HENDERSON, DIRECTOR OF OPERATIONS  
EDMUND BROOKS, PURCHASING AGENT  
LEE HORTON, ROAD SUPERVISOR

OTHERS:

BILL MACLUNNY, LCTA UNION REPRESENTATIVE  
LOU ROMAN, LCTA UNION REPRESENTATIVE

1. **Pledge of Allegiance:** Chairman Mr. Licata called the meeting to order and invited everyone to join him in the Pledge of Allegiance.
2. **Roll Call:** The following Board members were present for the meeting: Mr. Frascella, Ms. Lombardo, Mr. Turinski, Mrs. Valenti and Mr. Licata.

Absent was Dr. Milazzo, Mr. McCormick and Mrs. Riccetti.

3. **Public Comment Notice:**

Mr. Licata invited comments from those present, however, no comments were offered.

4. **Approval of Minutes: February 22, 2011**

A motion to accept the minutes from the meeting of February 22, 2011 was made by Mrs. Valenti and seconded by Mr. Frascella. Motion carried.

5. **Accounts Payable: February 16, 2011 – March 16, 2011**

Upon review of the Accounts Payable for the period of February 16 – March 16, 2011 a motion to approve was made by Mr. Turinski and seconded by Mrs. Valenti. Motion carried.

6. **Financial Statement: February, 2011**

The Financial Statement for the month of February, 2011 was then presented to the Board for review after which a motion to approve was made by Mr. Turinski and seconded by Mr. Frascella. Motion carried.

7. **Chairman's Report: Mr. Licata**

Chairman, Mr. Licata expressed his thanks to fellow Board members Mr. Frascella and Mr. McCormick who attended the meeting held earlier with representatives of PennDOT and the Michael Baker Corporation Consultants who were conducting the Performance Review required by PennDOT. Mr. Frascella noted Mr. Licata's attendance at the same meeting and thanked him for his participation. Motion to accept the Chairman's report was made by Ms. Lombardo and seconded by Mr. Turinski. Motion carried.

8. **Solicitor's Report: Attorney Joseph Blazosek**

Attorney Blazosek had no report to give at this time. Motion to accept was made by Mrs. Valenti and seconded by Mr. Frascella. Motion carried.

**9. Executive Director's Report: Mr. Stanley Strelish**

Mr. Strelish noted the Performance Review had been conducted and would address it later in his report.

**A. Ridership –February, 2011**

Mr. Strelish presented the ridership for the month of February, 2011 which showed ridership of 123,557 as compared to February, 2010 which had ridership of 112,051 an increase of approximately 9.5%. Mr. Strelish noted the increase was evident in all categories and noted the increase was seen despite snow days that occurred during the month.

**B. Award Bid for Workers Compensation Insurance April 1, 2011 – March 31, 2012 to Housing and Redevelopment Insurance Exchange at Cost of \$182,632**

Mr. Strelish then asked for a motion to award the proposal for Workers Compensation Insurance to the Housing and Redevelopment Insurance Exchange at a cost of \$182,632, effective April 1, 2011 to March 31, 2012. Mr. Strelish noted the cost is approximately \$5,000 less than last years premium and also includes a savings of \$9,231 generated by the Safety Committee. A motion to accept was made by Mr. Frascella and seconded by Mr. Turinski. Motion carried.

**C. Award Purchase of AVL System to Strategic Mapping at Cost of \$602,084 and Clearview Strategies as Project Manager at Cost of \$26,637 for Total Project Cost of \$628,721**

Next on Mr. Strelish's report was to ask for a motion to award the purchase of the AVL System to Strategic Mapping at a cost of \$602,084 as well as a motion to allow Clearview Strategies to act as Project Manager for the purchase and installation of the system at a cost of \$26,637 for a total project cost of \$628,721. Mr. Strelish explained Clearview Strategies would be in direct contact with him during the project and would provide oversight of the entire project. Motion to award the contracts to Strategic Mapping and Clearview Strategies was made by Mr. Frascella and seconded by Mrs. Valenti. Motion carried.

**D. Request of Wilkes University for Marketing Funding in Amount of \$2,500**

Mr. Strelish then mentioned a request was made by Dr. Mischelle Anthony of Wilkes University for LCTA to provide \$2,500 in funding for the Poetry in Transit Program which LCTA has been working jointly with Wilkes over the past several years. A motion to agree to provide the funding was made by Ms. Lombardo and seconded by Mr. Turinski. Motion carried.

**E. Report by Operations Supervisor**

Mr. Henderson, Operations Supervisor had no report to give at this time.

**F. Report by Maintenance Supervisor**

Mr. Brown, Maintenance Supervisor had no report to give at this time.

At this time, Mr. Strelish addressed the Performance Review which had taken place over 2 days on March 21<sup>st</sup> and 22<sup>nd</sup> by PennDOT and Baker Corp Consultants. Mr. Strelish stated the entire staff as well as Board members participated in the review which will be conducted every 5 years. Mr. Strelish said we would receive the report in 3-6 months and that LCTA was the first agency with no major deficiencies in all 8 areas of review. He also informed the Board that during the review the new Health Reimbursement Account plan of LCTA's health insurance coverage was acknowledged by the Consultants and considered a Best Practice in the Commonwealth of Pennsylvania.

Motion to accept the Executive Directors report was made by Mr. Frascella and seconded by Ms. Lombardo. Motion carried.

**10. Operations Committee: Mr. Bob Turinski**

Mr. Turinski had no report to give at this time.

**11. Personnel Committee: Mr. Bob Turinski**

Chairman of the Personnel Committee, Mr. Turinski asked for separate motions for the following hirings:

- A. To hire Tina Helinski as a part-time dispatcher retroactive to February 24, 2011 by Mr. Frascella and seconded by Mrs. Valenti. Motion carried.
- B. To hire Lee Horton as a full time Road Supervisor retroactive to March 7, 2011 with salary set at \$38,000 with a 5 year progression to the existing Road Supervisor's salary. Motion by Mrs. Valenti and seconded by Mr. Frascella. Motion carried.
- C. To hire Corinne Radzille as a part-time dispatcher effective March 21, 2011 with training wage of \$7.50 per hour. Motion by Mr. Frascella and seconded by Ms. Lombardo. Motion carried.
- D. A motion to approve a professional contract for Mr. Strelish to serve as Executive Director for 5 years was made by Ms. Lombardo and seconded by Mrs. Valenti. Motion carried.

**12. Old Business:**

Chairman Mr. Licata mentioned the APTA conference being held in New Orleans on October 2 – 6, 2011 stating any Board member interested in attending should let Mr. Strelish know so that arrangements can be made. Mr. Strelish also mentioned the PPTA meeting being held in Lancaster April 27 – 29, 2011 with some staff members planning to attend.

**13. New Business:**

There was no New Business to discuss at this time.

**14. Remark**

There were no remarks at this time.

**15. Adjournment:**

With all business having been conducted, motion to adjourn was made by Mr. Frascella and seconded by Mrs. Valenti. Motion carried.

Respectfully Submitted,



BY: Theresa Chapman, Secy to the Board  
FOR: Antoinette Valenti, Secy of the Board