

LUZERNE COUNTY TRANSPORTATION AUTHORITY

BOARD OF DIRECTORS MEETING

APRIL 26, 2011

PRESENT:

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

ABSENT:

DR COREEN MILAZZO, PH.D., VICE-CHAIRMAN

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
ROBERT DELESCAVAGE, OPERATIONS/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. Chepalonis, Mr. Frascella, Ms. Lombardo, Mr. McCormick, Mrs. Riccetti, Mr. Turinski, Mrs. Valenti and Mr. Licata.

Absent was Dr. Milazzo.

3. **Public Comment Notice:**

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

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

A motion to accept the minutes from the meeting of March 22, 2011 was made by Mrs. Riccetti and seconded by Mr. Turinski. Motion carried.

5. **Accounts Payable: March 17, 2011 – April 20, 2011**

Upon review of the Accounts Payable for the period of March 17, 2011 – April 20, 2011 a motion to approve was made by Mrs. Valenti and seconded by Mrs. Valenti. Motion carried.

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

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

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

Chairman, Mr. Licata welcomed Mr. Robert Chepalonis to the Board of Directors and wished him well.

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

Attorney Blazosek stated the Board met in a personnel session to discuss several matters however, no decisions were made. Motion to accept was made by Mrs. Valenti and seconded by Mr. Turinski. Motion carried.

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

A. Ridership – March, 2011

Mr. Strelish presented the ridership for the month of March, 2011 which showed ridership of 147,197 as compared to March, 2010 which had ridership of 145,438. Mr. Strelish noted that even though the increase was slight, ridership has increased every month since June, 2010.

B. Award Bid for the Sale of Three 1998 Low Floor Buses to American Youth for Christ

Mr. Strelish then asked for a motion to award the bid for the sale of three 1998 low-floor buses to American Youth for Christ of Warren, Michigan at a high bid price of \$3207 per bus. Motion to accept the bid was made by Mr. Frascella and seconded by Mr. Turinski. Motion carried.

C. Award Bid for the Sale of Tire Casings to LLADS Ventures Inc.

Next on Mr. Strelish's report was to ask for a motion to award the bid for the sale of 110 tire casings to LLADS Ventures of Conestoga, PA at a total bid price of \$1500. Motion to approve was made by Mrs. Valenti and seconded by Mr. McCormick. Motion carried.

D. Accept Flood Insurance Renewal from McKee Risk Management/Great American Through Joyce Insurance Group at cost of \$17,045

Mr. Strelish then asked for a motion to accept the proposal for the renewal of the Flood insurance provided by McKee Risk Management/Great American through the Joyce Insurance Group at a cost of \$17,045 an increase of \$495 from 2010. Motion to accept and approve was made by Mr. Frascella and seconded by Mrs. Valenti. Motion carried with Mr. McCormick abstaining from the motion.

E. Approve Resolution for Local Match Contribution in Amount of \$440,222 for 2011-12 PennDOT Consolidated Operating Grant Application

Mr. Strelish then presented the Resolution required by PennDOT for submission of the 2011-12 Consolidated Operating Application which confirms the local match required for the grant. Mr. Strelish stated the grant is in the amount of \$4,840,733 with a required Local match of \$440,222. Motion to approve was made by Mr. McCormick and seconded by Mr. Frascella. Motion carried.

At this time, Mr. Strelish mentioned the Performance Review recently conducted by PennDOT and Baker Consultants which is required by Act 44 and stated the administrative staff participated in the 2 day review covering 8 different areas of review with the Authority receiving passing grades in each area. Mr. Strelish stated that once the final report is


LUZERNE COUNTY TRANSPORTATION AUTHORITY
 SALE OF 3 1998 GILLIG LOW FLOOR BUSES
 OPENED: APRIL 13 2011


BUS #	G. JOHNSON TRUCKING INC. COURTDALE PENNSYLVANIA	AMERICAN YOUTH FOR CHRIST WARREN MICHIGAN	TRANSIT SALES INTL RIVERSIDE CALIFORNIA
803	\$550.00	\$3207.00 HIGH BID	ONE BID PRICE
804	\$555.00	\$3207.00 HIGH BID	SUBMITTED AS "ALL OR NONE" AT \$4653
805	\$550.00	\$3207.00 HIGH BID	

ALL BIDS WILL BE REVIEWED BY THE SOLICITOR, STAFF AND BOARD OF DIRECTORS. CONTRACT AWARD WILL BE MADE TO THE HIGH BIDDER AT THE BOARD OF DIRECTORS MEETING HELD AT 4:00 pm TUESDAY APRIL 26 2011

THE FOLLOWING INDIVIDUALS ATTENDED THE BID OPENING WEDNESDAY, APRIL 13, 2011 AT 2:00 PM


 STANLEY STRELISH
 EXECUTIVE DIRECTOR


 MOHAMMED NAJIB
 CONTROLLER


 THERESA CHAPMAN
 GRANTS CO-ORDINATOR

LUZERNE COUNTY TRANSPORTATION AUTHORITY
SALE OF 110 USED TRANSIT TIRE CASINGS

OPENED: APRIL 13 2011

One Bid Submitted:

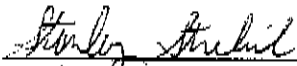
Bid Price:

LLADS Ventures Inc.
Conestoga PA

1,500.00

Bid will be reviewed by the Solicitor, Staff and Board of Directors. Contract Award will be made at the Board of Directors meeting to be held at 4:00 PM Tuesday, April 26, 2011

The following individuals attended the bid opening held on Wednesday April 13, 2011 at 2:00 PM

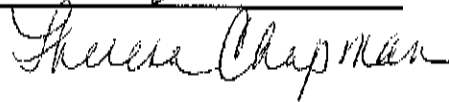


Stanley Strelish
Executive Director

Mohammed Najib
Controller



Theresa Chapman
Grants Co-Ordinator



NOTICE OF EXPIRATION AND RENEWAL OFFER

CERTAIN UNDERWRITERS AT LLOYD'S, LONDON
 C/o General Agent
 WNC Insurance Services, Inc.
 DBA WNC First Insurance Services
 899 El Centro Street
 South Pasadena, CA 91030

EXCESS FLOOD INSURANCE
Certificate No.: FLEX3709003091-02
Effective Date: 5/11/10
Expiration Date: 5/11/11 (at 12:01 am Standard Time)

Any questions, please call your Agent.

INSURED NAME/ADDRESS	PRODUCER NAME/ADDRESS
----------------------	-----------------------

LUZERNE COUNTY TRANSPORTATION AUTHORITY

 315 NORTHAMPTON STREET
 KINGSTON, PA 18704

JOSEPH J. JOYCE ASSOCIATES, INC.
 PA1005222
 9 NORTH MAIN STREET
 PITTSTON, PA 18640
 Agent Tel # (570) 654-7212

Customer #: 5109843

PROPERTY LOCATION (if other than above)

315 NORTHAMPTON STREET
 KINGSTON, PA 18704

SURPLUS LINES BROKER:

WNC INSURANCE SERVICES, INC.
 899 EL CENTRO STREET
 SOUTH PASADENA, CA 91030

COVERAGE	LIMIT OF LIABILITY	DEDUCTIBLE	PREMIUM
A. Building Property (Layer 1)	\$ 3,000,000	\$ 1,500,000	\$ 16,500
B. Personal Property/Contents (Layer 1)	\$ 0	\$ 0	\$ 0
C. Business Income & Extra Expense	\$ 0	0 Days	\$ 0

Subtotal Premium: \$ 16,500.00
 Policy Fee: \$ 25.00
 Surplus Lines Tax: \$ 496.00
 Stamping Fee: \$ 25.00
Total Renewal Amount Due: \$ 17,045.00

Minimum Earned Premium: \$4125

YOUR EXCESS FLOOD INSURANCE IS NOT A CONTINUOUS CERTIFICATE. COVERAGE WILL EXPIRE EFFECTIVE AT AND FROM THE HOUR INDICATED ABOVE. IF YOU INTEND TO RENEW YOUR CERTIFICATE, PLEASE SUBMIT RENEWAL PREMIUM PRIOR TO THE EXPIRATION DATE. PLEASE MAKE YOUR CHECK PAYABLE TO YOUR AGENT.

DATE OF NOTICE: 03/14/11

<i>Stanley Stachid</i>	03-28-11		
Insured Signature	Date	Agent Signature	Date

FOR COMPANY USE ONLY
CERTIFICATION OF MAILING: I hereby certify that I personally mailed in the U.S. Post Office on the date indicated hereon, notices of Expiration to the above mentioned Insured, Lienholder(s)/Mortgagee(s) and Producer, an exact copy of which appears above.

DATE: _____ SIGNATURE: _____

**LOCAL TRANSPORTATION ORGANIZATION
RESOLUTION CERTIFYING THE LOCAL MATCH
FOR STATE OPERATING FINANCIAL ASSISTANCE**

The _____ Board of Directors _____ of _____ Luzerne County Transportation Authority
(Name of Governing Body) (Name of Local Transportation Authority)

resolves and certifies that the operating financial assistance of \$ 4,840,733_ provided pursuant to 74 Pa.C.S. §1513 is needed in Fiscal Year __2011-12 or in a subsequent fiscal year to help pay for projected operating expenses, including asset maintenance costs; and that these funds will be used for this purpose only, because these funds are ineligible to be used for asset, or capital improvements projects; and that any funds not used this Fiscal Year will be retained and used only for operating assistance in a subsequent fiscal year(s).

Further, the _____ Board of Directors of LCTA _____ resolves and certifies
(Name of Governing Body of Local Transportation Authority)

that the required local matching funds of \$ _____ 440,222_ will be secured from local contributors no later than the end of Fiscal Year __2011-12 to match the requested Section 1513 funds.

I, Sal Licata, Chairman _____ of the _____ LCTA Board of Directors _____
(Name) (Official Title) (Name of Governing Body of Local Transportation Organization)

do hereby certify that the foregoing is a true and correct copy of the Resolution adopted at a regular meeting of the _____ LCTA Board of Directors _____ held the _____ 26th _____ day of April, _____, 2011 _____.
(Name of Governing Body of Local Transportation Organization)

DATE: _____ 4/26/11 _____, 20 _____

Sal Licata
(Signature and Official Title)
CHAIRMAN

ATTEST:

_____ Luzerne County Transportation Authority (LCTA) _____
(Name of Local Transportation Organization)

By: *Stacy Stibel* _____ 04-26-2011
(Signature and Official Title) (Date)

IMPORTANT REMINDER: In addition to the above resolution Section 1513 recipients must include in their COA submission a resolution passed by any municipality providing local match (see COA Local Match Summary form).

received he will distribute it to all Board members. Chairman Mr. Licata thanked the staff for a job well-done.

F. 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 reported the surveillance cameras on the buses are presently being replaced on the outside of the buses and that the vendor, Eye3Data will be at the Authority to review the final installations to make sure the entire system is operating as it should.

Mr. Strelish mentioned the Automated Vehicle Locator system will be installed starting in mid-May with completion by mid-August. Mr. Strelish stated he had attended a kick-off meeting for the system at COLTS and the project would be starting soon.

Motion to accept the Executive Directors report was made by Mr. Turinski 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 James Pavlico from a Part-Time Operator to Full- Time Operator effective May 2, 2011 per the Union contract. Motion was made by Mrs. Riccetti and seconded by Ms. Lombardo. Motion carried.
- B. Motion to hire Kevin McGee for training as a part-time operator effective April 18, 2011 per the Union contract. Motion was made by Ms. Lombardo and seconded by Mrs. Valenti. Motion carried.

Motion to accept Mr. Turinski's report was made by Mr. McCormick and seconded by Mrs. Valenti. Motion carried.

12. Old Business:

Chairman Mr. Licata again 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.

13. New Business:

Chairman Mr. Licata mentioned Mr. Strelish had distributed the Regionalization study which recommends consolidating all 5 areas, LCTA, Hazleton Public Transit, Human Services of both Luzerne and Lackawanna Counties and COLTS. Mr. Strelish stated that by doing this it would result in the elimination of 5 administrative positions and the majority of LCTA positions would be moved to the COLTS facility in Scranton.

14. Remark

Union Representative and driver, Mr. Bill MacLunny complimented the quality of the drivers recently hired and commented on their professionalism. He also complimented the Authority on the quality of the surveillance cameras stating they provide clear, crisp pictures. Mr. Robb Henderson, Director of Operations also mentioned the cameras were recently used by the Kingston Police Department to assist them with a recent incident and proved beneficial.

15. Adjournment:

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

Respectfully Submitted,



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