

LUZERNE COUNTY TRANSPORTATION AUTHORITY

BOARD OF DIRECTORS MEETING

AUGUST 23, 2011

PRESENT:

SALVATORE LICATA, CHAIRMAN
DR COREEN MILAZZO, PH.D., VICE-CHAIRMAN
ANTOINETTE VALENTI, SECRETARY
MARY SUSAN RICCETTI, TREASURER
ROSEMARY LOMBARDO, ASST SECRETARY
ROBERT CHEPALONIS, ASST TREASURER
DANIEL FRASCELLA, MEMBER
PAUL MAHER, MEMBER
DANIEL MCCORMICK, MEMBER
ATTORNEY JOSEPH BLAZOSEK, SOLICITOR

ADMINISTRATIVE STAFF:

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

OTHERS:

BILL MACLUNNY, LCTA UNION REPRESENTATIVE
WILLIAM SCHMALZ, RETIRED LCTA DRIVER
BERNARD DUBASKAS, MAYOR OF EDWARDSVILLE

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. Maher, Mr. McCormick, Dr. Milazzo, Ph.D., Mrs. Riccetti, Mrs. Valenti and Mr. Licata.
3. **Public Comment Notice:**

Mr. Bernard Dubaskas, Mayor of Edwardsville, addressed the Board, acknowledging the use of the trolley for the recent church festival and thanked the Board and Mr. Strelsh for providing the trolley for this event.

4. **Approval of Minutes: July 26, 2011**

A motion to accept the minutes from the meeting of July 26, 2011 was made by Mrs. Riccetti and seconded by Mr. McCormick. Motion carried.

5. **Accounts Payable: July 22, 2011 – August 17, 2011**

Upon review of the Accounts Payable for the period of July 22, 2011 – August 17, 2011 a motion to approve was made by Mrs. Valenti and seconded by Mr. Maher. Motion carried.

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

The Financial Statement for the month of July, 2011 was then presented to the Board for review after which a motion to approve was made by Dr. Milazzo and seconded by Mrs. Riccetti. Motion carried.

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

Chairman Mr. Licata presented a plaque and a gift certificate to retired driver Mr. William Schmalz who retired April 30, 2011 after 40 years of service as an LCTA driver. Mr. Licata thanked him for his dedication and service and wished him well in his retirement.

Mr. Licata then stated a plaque of appreciation and dedication to service for retired Board Member, Mr. Turinski was to be presented but since Mr. Turinski was not in attendance Mr. Licata acknowledged the plaque and expressed his thanks for the years Mr. Turinski served.

Motion to accept the Chairman's report was made by Dr. Milazzo and seconded by Mrs. Riccetti.

8. Solicitor's Report: Attorney Joseph Blazosek

Attorney Blazosek stated he, Mr. Strelish and members of the Board met in a Personnel session to discuss and receive input concerning the hiring of a Human Resources candidate and interviews to be held and expects the position to be filled by the September Board meeting.

Motion to accept Attorney Blazosek's report was made by Mrs. Valenti and seconded by Mr. Maher.

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

Before beginning his report, Mr. Strelish noted for the benefit of history, that an earthquake tremor was experienced during the afternoon in the entire area and that hopefully no injuries or damages were experienced.

Mr. Strelish also acknowledged the retirement of Mr. Schmalz and wished him well during his retirement and also thanked Mr. Turinski for his time spent as a Board member.

A. Ridership – July, 2011

Mr. Strelish presented the ridership for the month of July, 2011 which showed a total of 132,922 as compared to July, 2010 ridership of 139,870 a decrease of approximately 7,000 passengers which was largely in the senior citizen ridership.

B. Server Upgrade

Mr. Strelish stated the upgrade was discussed earlier and that Mr. Chepalonis would gather information on the system and relay that information to Mr. Strelish to discuss with our IT personnel. Mr. Strelish stated the purchase would be made through the State purchasing contract so a separate bid would not be needed.

C. Changes to Management's Personnel Policy

Mr. Strelish then asked for a motion to make a change to the Administrative staff Personnel Policy regarding accrued optional holidays. Mr. Strelish stated there are several days during the year when this type of holiday is accrued and asked for permission to change the policy to require using the holiday either on the exact day of the holiday or within 20 working days from the holiday. Motion to approve was made by Mr. McCormick and seconded by Mr. Maher. Motion carried.

E. Report by Operations Supervisor

Operations Supervisor Mr. Henderson reported the Intermodal Transit Center had just reopened after having been closed for safety inspection due to the earthquake earlier in the afternoon.

F. Report by Maintenance Supervisor

Maintenance Supervisor Mr. Brown then addressed the Board stating that quotes had been received for the repair of the air conditioning system. Mr. Brown stated 2 proposals were received, from Rite Temp from Power Engineering and stated the proposal received from Rite Temp at \$4425 was the lowest and they would be doing the repair work.

A motion to accept the Executive Director's report was made by Dr. Milazzo and seconded by Mr. Maher. Motion carried.

10. Operations Committee: Mr. Dan Frascella

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

11. Personnel Committee: Mr. Robert Chepalonis

Chairman of the Personnel Committee, Mr. Chepalonis asked for a motion to approve the hiring of Suzanne Hollenback as a part time driver at a training rate of \$7.25 per hour, effective August 9, 2011. Motion to approve was made by Dr. Milazzo and seconded by Mrs. Valenti. Motion carried.

Mr. Chepalonis then mentioned the Personnel Committee had met to discuss the position of Human Resources Director and stated five (5) applicants would be interviewed for the position. Mr. Strelish stated that he would let all Board members know when the interviews would take place and Mr. Licata stated all Board members are welcome to attend the interviews. Mr. Strelish stated he would consider conducting the interviews on a Saturday since some applicants may be presently employed.

Motion to accept the Personnel Committee report was made by Mr. Chepalonis and seconded by Mr. McCormick.

12. Old Business:

Mr. McCormick offered his thanks and appreciation also to Mr. Turinski mentioning the time and hard work he put in as a Board member.

13. New Business:

There was no New Business at this time.

14. Remarks:

Chairman Mr. Licata thanked everyone for attending the meeting.

15. Adjournment:

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

Respectfully Submitted,

A handwritten signature in cursive script that reads "Theresa Chapman".

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