

LUZERNE COUNTY TRANSPORTATION AUTHORITY

BOARD OF DIRECTORS MEETING

JUNE 26, 2012

PRESENT:

PAUL MAHER, CHAIRMAN
MARY SUSAN RICCETTI, VICE-CHAIRMAN
SALVATORE LICATA, TREASURER
ROSEMARY LOMBARDO, ASST SECRETARY
ROBERT CHEPALONIS, MEMBER
VALERIE KEPNER, MEMBER

ABSENT:

PATRICK CONWAY, SECRETARY
WILLIAM JOSEPH, ASST TREASURER
ANTHONY BALDO, MEMBER

ADMINISTRATIVE STAFF:

STANLEY STRELISH, EXECUTIVE DIRECTOR
RENEE CRAIG, HUMAN RESOURCE DIRECTOR
FRED BROWN, MAINTENANCE SUPERVISOR
MOHAMMED NAJIB, CONTROLLER
ROBB HENDERSON, DIRECTOR OF OPERATIONS
THERESA CHAPMAN, GRANTS CO-ORDINATOR
LEE HORTON, OPERATIONS/ROAD SUPERVISOR
LOU URITZ, PROCUREMENT MANAGER
JOHN ALU, FISCAL OFFICER
THOMAS LANDON, FLEET MANAGER
MOLLY METZGER, ADMINISTRATIVE ASSISTANT

OTHERS:

LINDA SLATER, PUBLIC TRANSPORTATION ADVISORY COMMITTEE

1. **Pledge of Allegiance:** Chairman, Mr. Maher welcomed everyone to the meeting and invited everyone present to join in the Pledge of Allegiance.
2. **Roll Call:** The following Board members were present for the meeting: Mr. Chepalonis, Ms. Kepner, Mr. Licata, Ms. Lombardo, Mrs. Riccetti and Mr. Maher. Absent were: Mr. Baldo, Mr. Conway and Mr. Joseph.
3. **Public Comments Notice:** Chairman, Mr. Maher invited comments from those in attendance at which time Ms. Linda Slater of the Public Transportation Advisory Council addressed the Board and asked of the possibility of printing the bus schedules in a larger print for the visually impaired. Mr. Chepalonis suggested checking with larger transit agencies to see how they accommodate the passengers and Attorney Blazosek suggested putting announcements in the bus and on the website stating large print schedules could be made available by contacting the LCTA office. Mr. Strelish and Mr. Henderson, Operations Supervisor also mentioned they would contact the printer to see if a larger print could be accommodated.

4. **Approval of Minutes: May 15, 2012**

After review of the minutes of the May 15, 2012 meeting, a motion to approve was made by Mr. Licata and seconded by Mrs. Riccetti. Motion carried.

5. **Accounts Payable: May, 2012**

Upon review of the May, 2012 Accounts Payable a motion to approve was made by Mr. Chepalonis and seconded by Mrs. Riccetti. Motion carried.

6. **Financial Statement: February and March, 2012**

The Board then reviewed the Financial Statements for the months of February and March, 2012 after which a motion to approve was made by Mr. Licata and seconded by Mrs. Riccetti. Motion carried.

7. **Chairman's Report: Mr. Paul Maher, Chairman**

At this time, Chairman, Mr. Maher mentioned that Board member Patrick Conway was absent from the meeting due to the death of his sister and Mr. Licata suggested that an acknowledgement be sent to Mr. Conway.

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

Attorney Blazosek informed the Board the first meeting for Union contract negotiations would be held in July and he will keep the Board updated as negotiations progress. Attorney Blazosek also stated Board committee realignments were discussed during the Executive Session and also talked about the need for more communications within the Board which will be further discussed at the July meeting.

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

A. Adoption of the FY2012-13 Operating Budget

Mr. Strelish stated the FY2012-13 Operating Budget had been created by Controller, Mr. Najib and Fiscal Officer, Mr. Alu as a joint budget with both Fixed Route and Shared Ride Departments. Mr. Strelish stated the budget once again had no increase in passenger fares. Mr. Strelish stated Mr. Najib reviewed the budget with the Board during the work session in order to answer any questions. At that time, Mr. Najib outlined the various expenses, revenue and funding sources stating the total operating expenses are in the amount of \$12,696,377.03 with revenue of \$5,306,393.24 and federal, state and local funding totaling \$7,389,983.79 which provides a Balanced budget. Mr. Strelish asked if anyone had any other questions regarding the budget and with no other questions being asked, Mr. Strelish stated a motion would be in order. Mr. Maher asked for a motion to adopt the budget at a total of \$12,696,377.04. Motion was made by Mr. Licata and seconded by Ms. Lombardo. Motion carried.

B. Ridership – May, 2012

Mr. Strelish then presented the ridership for May, 2012 which showed a total passengers at 150,741 which is an increase from May, 2011 ridership of 143,869. Fare paying passengers increased from 2011 while Senior citizen ridership decreased slightly from 2011.

C. Board Members Training Program

Next, Mr. Strelish mentioned that a Board member training program is available through the PennTrain Training Program and recommended having new LCTA Board members attend the training which would be held at LCTA. Mr. Strelish stated that since not all new members were present at this meeting he would address this matter at the July Board meeting. Mr. Licata made the suggestion to determine three different dates available for training within the next 3 months, contact the members and determine which date would be most convenient for them. Mr. Licata also asked for input from new Board member, Valerie Kepner as to whether the three month time frame would be sufficient and she felt it does provide adequate time to schedule a training class.

D. Request to Contract Out Marketing Services

Mr. Strelish then addressed the matter of contracting marketing services to an outside firm. Mr. Strelish stated that marketing of the new consolidated system would co-ordinate with the 40th anniversary of LCTA in October, 2012. He also mentioned funds would be provided by PennDOT through consolidation funding.

E. Accept Bid to Rehab Fuel Island from Corey Inc at Cost of \$61,950

Mr. Strelish then addressed the next item on the agenda, being awarding of the bid to add a 10,000 gallon gasoline fuel tank to the existing fuel island. Mr. Strelish stated the low bidder is Corey Inc at a cost of \$61,950. Motion to accept was made by Mrs. Riccetti and seconded by Ms. Lombardo. Mr. Strelish stated there is a 30 day waiting period for DEP clearances before the work can begin. Completion would be the end of August, 2012. This project would also be funded through consolidation costs and would realize a large savings in the cost of fuel for the Shared Ride vans.

F. Recommend Award of Bid from Supply Source for Furniture and the Redesign of Office Space at the Shared Ride Division at Maximum Cost of \$76,000

Mr. Strelish then asked for a motion to accept the bid from Supply Source for furniture and redesigning of the offices at LCTA as well as the Shared Ride location at a maximum price of \$76,000. Mr. Strelish stated this would also be costs related to the consolidation. Motion to approve was made by Mr. Chepalonis and seconded by Mrs. Riccetti. Motion carried.

G. Award Bid for the Re-Construction of the Storage Room and Hallway Area

The next item on the agenda was for the re-construction of the present storage room into office space for the IT Department and the hallway area into storage space. He then asked for a motion to award the project to Pantano Construction at a cost of \$4,485. Motion was made by Mr. Licata and seconded by Mr. Chepalonis. Motion carried.

H. Award Bids for Lobby Renovations – Lowering of the Ceiling, Lighting and Sprinklers

Mr. Strelish then explained bids received for lobby renovations. Mr. Strelish stated this project consists of lowering the lobby ceiling, installing lighting and new sprinkler system in the area. Mr. Strelish asked for a motion to approve awarding the lowering of the ceiling and installing the lights to Pantano Construction at a cost of \$3,120 and installing the sprinkler system to Simplex Grinnell at a cost of \$1,182 for a total project cost of \$4,302. Motion was made by Ms. Lombardo and seconded by Mrs. Riccetti. Motion carried.

I. Approve \$2,000 in Transit Enhancement Funds to Wilkes University for the *Poetry in Transit* Program

Mr. Strelish asked for a motion to provide \$2,000 in Transit Enhancement funds to Wilkes University to continue the *Poetry in Transit* Program which provides poetry in the bus interiors. Motion to approve was made by Mrs. Riccetti and seconded by Ms. Lombardo. Motion carried.

J. Purchase of 14 Vans for the Shared Ride Program at Estimated Cost of \$672,000

The next item to be addressed is for the purchase of 14 vans for the Shared Ride Program. Mr. Strelish read the Resolution acknowledging \$192,000 in Section 1516 funds and \$480,000 in Section 5310 funds will be used to fund this purchase. Attorney Blazosek advised the award is not being made to a particular party since it is part of a “pool purchase” with the manufacturer being Rohrer Bus Sales of Duncannon, PA. Motion to approve was made by Ms. Lombardo and seconded by Mr. Chepalonis. Motion carried.

K. Award Diesel Fuel Bid at a Cost of \$3.1682 per Gallon for 240,000 Gallons to ISO Bunkers

Mr. Strelish then asked for a motion to accept the diesel fuel bid for a one year period, July 1, 2012 to June 30, 2013 at a cost of \$3.1682 per gallon for approximately 240,000 gallons, supplied by ISO Bunkers. Motion to approve was made by Mrs. Riccetti and seconded by Mr. Christopher. Motion carried.

NEW OFFICE AND STORAGE AREA PROJECT

GENERAL CONSTRUCTION FOR NEW OFFICE & STORAGE AREA

COMPANY	DESCRIPTION (SEE QUOTE)	COST
PANTANO CONSTRUCTION	ALL LABOR & MATERIALS	\$4,485.00
ADD. COSTS IF REQUIRED	SEE OPTION 1 ADD-ON	AS QUOTED
A PICETT CONSTRUCTION	ALL LABOR & MATERIALS	\$11,628.00
ADD. COSTS IF NECESSARY	PERMITS / INSPECTIONS	T.B.D.
	OTHER THAN STD. CARPET OPTIONS	\$36.00 / per yd.
TUPPER CONSTRUCTION	ALL LABOR & MATERIALS	\$26,128.38
NOTE	DETAILED DRAWINGS MAY BE REQ.	T.B.D.
ADD.COST IF NECESSARY	PERMITS / INSPECTIONS	T.B.D.

OPTION 1 ADD-ON: LOWER CEILING IN RECEPTION AREA

PANTANO CONSTRUCTION	ALL LABOR & MATERIALS	\$2,580.00
ADD. COSTS IF REQUIRED	NEW LIGHT / FAN FIXTURE	\$540.00

OPTION 1 ADDITIONAL COST: FIRE SPRINKLER SYSTEM RECEPTION AREA

SIMPLEX GRINNELL	INSTALL 2 NEW SPRINKLER HEADS	\$1,182.00
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RECOMMENDED VENDOR: PANTANO CONSTRUCTION / SIMPLEX GRINNELL

**PROJECT COST: NEW OFFICE & STORAGE AREA - PANTANO CONST: \$4,485.00
LOWER CEILING - PANTANO CONST. /SIMPLEX: \$4,302.00**



CSIU-KPN Luzerne County Transportation Authority FIRM FIXED Price
From: Gary Kligos [gkligos@isoindustries.com]
Sent: Friday, May 18, 2012 4:14 PM
To: luritz@lctabus.com
Subject: CSIU-KPN Luzerne County Transportation Authority FIRM FIXED Price

Importance: High

Follow Up Flag: Follow up
Flag Status: Red

Louis,

As per your instructions, our telephone conversation & telephone confirmation today,
this is to verify that we have locked the Firm Price volume, as follows:

B2ULSD tank transport deliveries for exactly 240,000 gallons of at \$ 3.1682 per
gallon

for the 2012-2013 CSIU/KPN bid years (July 1, 2012 – June 30, 2013)

Any questions or comments, please let me know.

Thank you,

Gary

Gary N. Kligos
Vice President
IsoBunkers, LLC
2 New Road, Suite 311
Aston, PA 19014
610-361-8000 (office)
610-715-3911 (cell)
610-361-8924 (fax)

000000FUEL OIL
 BID SUMMARY
 2012-2013

	Vendor	(INERGY PROPANE) FARM & HOME	ISOBUNKERS	MANSFIELD OIL	PETROLEUM TRADERS	TALLEY PETROLEUM
			Contact: Gary Kligos Phone: 610-715-3911	Contact: David Zarfoss Phone: 800- 255-6699	Contact: Gayle Newton Phone: 800-348-3705	Contact: Allen Talley Phone: 717-469-0338
		*All firm prices will vary depending on when a fixed price contract is signed. Please contact appropriate vendors for updated pricing.				
Item #	Item Description					
1	#2 Fuel Oil - Fluctuating			BID AWARD		
	Tank Transport (7200 gal.)	NO BID	NO BID	3.1739	3.1739	3.1739
	Transportation/gallon	+		0.0336	0.0359	0.0585
	Total			3.2075	3.2098	3.2324
2	#2 Fuel Oil - Fluctuating			BID AWARD		
	Tank Wagon	3.1739	3.1739	3.1739	NO BID	NO BID
	Transportation/gallon	+	0.2250	0.2094		
	Total	3.3989	3.4113	3.3833		
3	#2 Fuel Oil - Firm				BID AWARD	
	Tank Transport(7200 gal.)	NO BID	NO BID	3.4670	3.3346	3.3349
	Total			3.4670	3.3346	3.3349
4	#2 Fuel Oil - Firm			BID AWARD		
	Tank Wagon	NO BID		3.6557	NO BID	NO BID
	Total			3.6557		
5	Ultra LSD - Fluctuating			BID AWARD		
	Tank Transport(7200 gal.)	NO BID	3.2876	3.2876	3.2876	3.2876
	Transportation		0.0463	0.0239	0.0402	0.0585
	Total		3.3339	3.3115	3.3278	3.3461
6	Ultra LSD - Fluctuating			BID AWARD		
	Tank Wagon	3.2876	3.2876	3.2876	NO BID	NO BID
	Transportation	0.2250	0.2274	0.2094		
	Total	3.5126	3.5150	3.4970		
7	Ultra LSD - Firm			BID AWARD		
	Tank Transport(7200 gal.)	NO BID		3.4102	3.4449	3.4399
	Total			3.4102	3.4449	3.4399
8	Ultra LSD - Firm			BID AWARD		
	Tank Wagon	NO BID		3.6062	NO BID	NO BID
	Total			3.6062		
9B	Add on for Dye #5,6,7 & 8	+	0.0000	0.0075	0.0050	0.0050
9E	Add on for Anti-Gel Additive #5,6,7 & 8	+	0.0400	0.0495	0.0250	0.0400
10	NRLM - Fluctuating					BID AWARD
	Tank Transport (7200 gal.)	NO BID	3.2822	3.2880	NO BID	3.2822
	Transportation/gallon		0.0569	0.0592		0.0489
	Total		3.3391	3.3472		3.3311
1.	NRLM - Fluctuating			BID AWARD		
	Tank Wagon	3.2880	3.2822	3.2880	NO BID	NO BID
	Transportation/gallon	0.2250	0.2344	0.2094		

000000FUEL OIL
 BID SUMMARY
 2012-2013

	Vendor	(INERGY PROPANE)			PETROLEUM TRADERS	TALLEY PETROLEUM
		FARM & HOME	ISOBUNKERS	MANSFIELD OIL		
	Total	3.5130	3.5166	3.4974		
12	NRLM - Firm					
	Tank Transport(7200 gal.)	NO BID	3.4412	NO BID	NO BID	BID AWARD 3.4299
	Total		3.4412			3.4299
13	NRLM - Firm					
	Tank Wagon	NO BID	BID AWARD 3.7282	NO BID	NO BID	NO BID
	Total		3.7282			
9B	Add on for Dye #10,11,12 & 13	+	0.0000	0.0075	0.0050	NO BID
9E	& 13	+	0.0400	0.0495	0.0250	NO BID
14	87 Octane Unleaded - Fluctuating					
	Tank Transport (7200 gal.)	NO BID	BID AWARD 3.1205	3.1205	NO BID	3.1205
	Transportation/gallon	+	0.0114	0.0267		0.0389
	Total		3.1319	3.1472		3.1594
15	87 Octane Unleaded - Fluctuating					
	Tank Wagon	NO BID	BID AWARD 3.1205	3.1205	NO BID	NO BID
	Transportation/gallon	+	0.2174	0.2202		
	Total		3.3379	3.3407		
16	87 Octane Unleaded - Firm					
	Tank Transport (7200 gal.)	NO BID	BID AWARD 2.9629	NO BID	NO BID	3.0710
	Total		2.9629			3.0710
17	87 Octane Unleaded - Firm					
	Tank Wagon	NO BID	BID AWARD 3.1683	NO BID	NO BID	NO BID
	Total		3.1683			
18	Flat Rate Charge to Split a Tank Transport (7200) between 2 locations within a 10 mile radius.	NO BID	150.00	35.00	40.00	50.00
19	Performance Bond					
	\$/Gallon	0.0400	0.0425	0.0100	0.0105	0.0225
			Sunoco, Valero, PBF, Hess & Conocophillips	Buckeye, Motiva, Global & Valero	BP, Citgo, SUN R&M, Farm & Home, COP, etc.	Sunoco & Valero

L. Approve Agreements from Shared Ride Program Contractors

Next, Mr. Strelish addressed agreements from the Shared Ride Program contractors which require formal approval. Mr. Strelish mentioned the agencies served by the Shared Ride Program which are: **AGENCY CONTRACTS:** Luzerne County Children and Youth; Wyoming County Children and Youth; Wilkes-Barre Behavioral Hospital Company; Northeast Counseling Services; Northeast Foster Care; Area Agency on Aging; Luzerne/Wyoming Counties MH/MR Administrators and Luzerne County Human Services; **SUMMER CAMPS:** AVP Transport Inc.; Childrens Service Center Summer Behavioral Health Camp – Wilkes-Barre and Tunkhannock; Country Coach, Inc. **SUB-CONTRACTORS:** Volunteers of America; MTR Transportation DBA K-Cab; Keyser Van and Ambulance; Children’s Service Center Partial Hospitalization Program and Pediatrics Health Care for Kids. Mr. Strelish then asked for a motion to approve the agreements. Motion was made by Ms. Lombardo and seconded by Mr. Licata. Motion carried.

M. Amend Resolution for FY2012-13 Consolidated Capital Application to PennDOT

Mr. Strelish then read a resolution required for the filing of a capital grant with PennDOT, stating the resolution is revised from the original one approved at the May 15, 2012 meeting. Mr. Strelish stated the resolution will require the use of \$1,117,529 in Act 44 Section 1517 funds for capital projects. Motion to approve was made by Mrs. Riccetti and seconded by Mr. Chepalonis. Motion carried.

N. Approve First Transit of Cincinnati, Ohio as Resident Inspector

The next item was to approve the hiring of First Transit of Cincinnati, Ohio as the Resident Inspector to perform inspection services during the bus build at the Gillig Corporation in November. Mr. Strelish stated the cost is \$450 per bus for a total of \$3,150 for the 7 buses. Motion to approve was made by Mr. Chepalonis and seconded by Mr. Licata. Mr. Strelish stated the inspection services are required by FTA guidelines.

O. Recommend to Continue Utilizing the Services of the Present Auditor, Prociak and Associates for The FY2011-12 Audit

Mr. Strelish recommended to the Board to retain the services of Prociak and Associates to conduct the FY2011-12 audit. Mr. Strelish stated the audit will include both Fixed Route and Shared Ride.

P. Reports by Operations Supervisor and Maintenance Supervisor

Operations Supervisor Mr. Henderson mentioned Dump the Pump Day, held on June 21st was a success which resulted in an increase in ridership which totaled 7,318 for the day. This was an increase of approximately 1,200 riders as compared to Monday, 1,900 from Tuesday and 1,000 from Wednesday of that same week. Mr. Henderson also updated the Board on the new service to the Wilkes-Barre/Scranton Airport through the #17 route stating that we have transported passengers to the airport who are very appreciative of the service which is a cost savings for them.

Maintenance Supervisor, Mr. Brown had no report to give but asked permission for two (2) Maintenance employees to attend a mandatory underground storage tank workshop by DEP on July 31, 2012 in West Chester, PA. Permission was granted in a motion by Mr. Licata and seconded by Mrs. Riccetti. Motion carried.

ASSURANCES

Consolidated Capital Grant Application (CCA): Board Resolution to File Application and to Certify Local Match

The LCTA BOARD OF DIRECTORS resolves and certifies that the requested state

(Name of Governing Body)

amount of \$ 1,117,529 of Section 1517 funds; and/or state amount of

(Enter Applicable Amount)

\$ 0 of Section 1514 state discretionary trust funds; and/or,

(Enter Applicable Amount)

\$ 0 of state Section 1514 Bond funds are requested for Fiscal Year

(Enter Applicable Amount)

2012-13 to help pay for projected capital costs, excluding asset maintenance, and that these funds will only be used for this purpose since these funds are ineligible to be used for operating costs. Any of these funds not used this Fiscal Year will be used only for capital assistance in a subsequent year.

(Enter State FY)

Further the LCTA Board of Directors resolves and certifies that in Fiscal Year

(Name of Governing Body)

2012-13 that local, or if applicable private, cash matching funds of no less than

(Enter State FY)

\$ 0 will be provided to match the requested amount of state Section 1514

(Enter Applicable Amount)

discretionary trust funds; and/or, that local, or if applicable private, cash matching funds of no less than \$ 0 will be provided to match the requested amount of state Section

(Enter Applicable Amount)

1514 bond funds. No local matching funds are required for the requested state Section 1517 funds.

I PAUL MAHER, CHAIRMAN of the LCTA BOARD OF DIRECTORS

(Governing Body Official's Name)

(Official Title)

(Name of Governing Body)

hereby certify that the foregoing is a true, and correct copy of the Resolution adopted at a regular

meeting of LCTA BOARD OF DIRECTORS the day of JUNE 26 of 2012.

(Name of Governing Body)

(Enter Date)

(Enter Year)

Paul J. Maher
(Signature of Official)

CHAIRMAN OF THE BOARD

(Official Title)

June 26 2012
(Date)

Attested by:

STANLEY STRELISH

(Name of Attester)

Stanley Strelish
(Signature of Attester)

EXECUTIVE DIRECTOR

(Official Title of Attester)

JUNE 26, 2012

(Date)



Proposal to Provide Bus Line Inspection

Services at Gillig LLC

Luzerne County Transportation Authority

June 2012

Submitted by:
First Transit, Inc.
600 Vine Street, Suite 1400
Cincinnati, Ohio 45202
Phone: 513-419-3278
Fax: 775-942-5732

Bus Inspection Services

Proposed Cost

The real value in obtaining production line monitoring and inspections services from the most qualified firm lies not only in meeting the requirements of a successful inspection program, but also in receiving a finished product that is as free from defects as possible. This allows the buses to be placed into revenue service within a short time after being received by the LCTA. It also eliminates the need to tie up full-time LCTA personnel at the manufacturing plant for extended periods of time. By selecting First Transit as your representative at Gillig, the LCTA can capitalize on the benefits provided from our benchmarking based upon previous experience at each of the manufacturers, and specifically Gillig.

First Transit is prepared to conduct the scope of services requested by the LCTA on a fixed fee basis. Based upon the inspection dates detailed above, First Transit proposes to provide pre-award buy America audit and in-plant inspection services at Gillig's manufacturing facility. Pricing details are found below. The fixed-fee is inclusive of all labor, expenses, and overheads, and will be invoiced, in full, upon project completion. The proposed fee is based upon the critical assumptions outlined previously and the details included in this proposal.

Fee Details

	Per Bus Rate	Extended Pricing
Pre Award Buy America Audit	N/A	\$1,500
In-plant inspection and Post Delivery Buy America Audit	\$450	\$3,150

Q. Report by Shared Ride Division Assistant Executive Director

Mr. James Darr, Director, was not present at the meeting.

R. New Committee Assignments

Chairman, Mr. Maher mentioned changes to the Board Committees which were revised during the work session and announced the following Committees and members effective June 26, 2012:
Personnel Committee: Mr. Chepalonis, Ms. Kepner and Mrs. Riccetti
Operations/Ridership Committee: Mr. Chepalonis, Mr. Licata and Ms. Kepner
Budget Committee: Ms. Lombardo, Mr. Joseph and Mr. Baldo
Appointment to Union Pension Board: John Alu

Motion to accept the Executive Director's report was made by Mr. Licata and seconded by Mrs. Riccetti. Motion carried.

10. OPERATIONS COMMITTEE: Mr. Robert Chepalonis

Chairman of the Operations Committee, Mr. Chepalonis had no report to give at this time.

11. PERSONNEL COMMITTEE: Mr. Robert Chepalonis

Mr. Chepalonis asked for a motion for the hiring of 14 Part-Time Shared Ride drivers for the Summer months and 3 Part-Time Fixed Route Operators and then proceeded to read the names of each individual, position, hire date and hourly rate. The listing of all individuals is attached. Mr. Chepalonis then asked for a motion to approve the hirings which was made by Mrs. Riccetti and seconded by Ms. Lombardo. Motion carried.

12. OLD BUSINESS:

There was no Old Business to conduct at this time.

13. NEW BUSINESS:

Chairman Mr. Maher welcomed new Board member Valerie Kepner who has attended many of the Board meetings and acknowledged she will be an asset to the Board.

14. REMARKS:

Mr. Chepalonis proposed a time frame of 6 months for new Board members to attend Board training as an opportunity to learn the requirements of a Board member so they in turn can contribute properly to the Board. Mr. Strelish asked if a motion could be made as of this Board meeting to implement a time frame for attending the training. After a brief discussion as to the time frame new Board member, Ms. Kepner agreed that 3 months is sufficient time to attend which is a one-time 3 hour class. A motion was made by Mr. Chepalonis and seconded by Mrs. Riccetti to implement the 3 month timeframe. Motion carried. Mr. Chepalonis also stated that the Current newer members who have not yet attended training will have 3 months from today's meeting date to schedule training.

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS
2012 COMMITTEE LISTING

AS OF 6/26/2012

PERSONNEL

1. ROBERT CHEPALONIS
2. VALERIE KEPNER
3. MARY SUSAN RICCETTI

OPERATIONS/RIDERSHIP

1. ROBERT CHEPALONIS
2. SALVATORE LICATA
3. VALERIE KEPNER

BUDGET

1. ROSEMARY LOMBARDO
2. WILLIAM JOSEPH
3. ANTHONY BALDO

APPOINTMENT OF JOHN ALU
TO UNION PENSION BOARD

	Applicant Name	Position	Hire Date	Location	Hourly Rate
1	John Gibbons III	Aide -PT Summer	6/11/2012	Shared Ride	\$ 7.50
2	Linda BaLara	Aide -PT Summer	6/11/2012	Shared Ride	\$ 7.50
3	Susan Strucke	Aide -PT Summer	6/11/2012	Shared Ride	\$ 7.50
4	Dolores Barhight	Aide -PT Summer	6/11/2012	Shared Ride	\$ 7.50
5	Marie Carey	Aide -PT Summer	6/11/2012	Shared Ride	\$ 7.50
6	Ellen Davis	Aide -PT Summer	6/11/2012	Shared Ride	\$ 7.50
1	Brad Makara	Van Driver-PT Summer	6/11/2012	Shared Ride	\$ 8.75
2	Claudia Malak	Van Driver-PT Summer	6/11/2012	Shared Ride	\$ 8.75
3	Richard Scheuer	Van Driver-PT Summer	6/11/2012	Shared Ride	\$ 8.75
4	Carri Perna	Van Driver-PT Summer	6/11/2012	Shared Ride	\$ 8.75
5	Craig Trojan	Van Driver-PT Summer	6/11/2012	Shared Ride	\$ 8.75
6	James Konsavage	Van Driver-PT Summer	6/11/2012	Shared Ride	\$ 8.75
7	Michael Sivilich	Van Driver-PT Summer	6/15/2012	Shared Ride	\$ 8.75
8	Robert Jackson	Van Driver-PT Summer	pending	Shared Ride	\$ 8.75
1	Ta-Quana Chapman	PT Bus Operator	6/5/2012	Fixed Route	\$ 7.25
2	Deborah Kolesar	PT Bus Operator	6/14/2012	Fixed Route	\$ 7.25
3	Denise Cave	PT Bus Operator	6/26/2012	Fixed Route	\$ 7.25

15. ADJOURNMENT:

With all business having been conducted, a motion to adjourn was made by Mr. Chepalonis and seconded by Mr. Licata. Motion carried.

Respectfully Submitted,

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

BY: Theresa Chapman, Secy to the Board

FOR: Patrick Conway, Secy of the Board