

LUZERNE COUNTY TRANSPORTATION AUTHORITY

BOARD OF DIRECTORS MEETING

JULY 24, 2012

PRESENT:

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

ABSENT:

PATRICK CONWAY, SECRETARY
WILLIAM JOSEPH, ASST TREASURER

ADMINISTRATIVE STAFF:

STANLEY STRELISH, EXECUTIVE DIRECTOR
RENEE CRAIG, HUMAN RESOURCE DIRECTOR
FRED BROWN, MAINTENANCE SUPERVISOR
ROBB HENDERSON, DIRECTOR OF OPERATIONS
THERESA CHAPMAN, GRANTS CO-ORDINATOR
LEE HORTON, OPERATIONS/ROAD SUPERVISOR
LOU URITZ, PROCUREMENT MANAGER
JAMES DARR, DIRECTOR, SHARED RIDE DIVISION
JOHN ALU, FISCAL OFFICER, SHARED RIDE DIVISION
THOMAS LANDON, FLEET MANAGER, SHARED RIDE DIVISION

OTHERS:

TIM MCGINLEY, LUZERNE COUNTY COUNCIL
EUGENE KELLEHER, LUZERNE COUNTY COUNCIL
BILL MACLUNNY, LCTA DRIVER
PAUL JASON, LCTA DRIVER AND UNION REPRESENTATIVE
LOU ROMAN, LCTA DRIVER AND UNION REPRESENTATIVE
ERIC TURINSKI, LCTA MECHANIC AND UNION REPRESENTATIVE
GLENN BARBER, LCTA DRIVER
JIM SPAK, PASSENGER

MEDIA:

STEVE MOCARSKY, TIMES LEADER
ANDY MEHALSHICK, WBRE TV
MIKE BUFFER, CITIZENS VOICE
SUE HENRY, WILK RADIO

- 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. Baldo, Mr. Chepalonis, Ms. Kepner, Mr. Licata, Ms. Lombardo, Mrs. Riccetti and Mr. Maher. It is noted that Mr. Conway attended the work session but was not in attendance at the public meeting. Board member Mr. Joseph was absent.
- 3. Public Comments Notice:** Chairman, Mr. Maher invited comments from those in attendance at which time Mr. Jim Spak, a passenger addressed the Board commenting on the issue of possible ghostriders and questioning what can be done to increase ridership. Ms. Kepner noted that the Ridership Committee will be changing it's meeting location to Barnes and Noble on South Main Street.

Union Representative and maintenance employee Eric Turinski addressed the Board, Attorney Blazosek and Mr. Strelish about the recent alleged harassment charge involving two LCTA employees. A long discussion and exchange of words took place with Attorney Blazosek suggesting that the matter be tabled until later in the meeting when it would be addressed as the meeting progressed.

4. Approval of Minutes: June 26, 2012

After review of the minutes of the June 26, 2012 Mr. Maher asked for a motion to approve. At this time Mr. Licata mentioned a mistake in the minutes stating a Mr. Christopher had seconded a motion when there is not a Board member by that name. Ms. Kepner also stated the minutes listed Ms. Linda Slater as a member of the Public Transportation Advisory Committee when it is the Advisory Council. Both corrections will be made to the June 26, 2012 minutes. Motion was made by Mr. Licata and seconded by Mr. Chepalonis. Motion carried.

5. Accounts Payable: June, 2012

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

6. Financial Statement: April and May, 2012

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

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

Chairman Mr. Maher delayed his report to later in the meeting.

8. Snyder & Clemente CPA Firm Representative, Mr. Ray Distasio

Snyder & Clemente representative Mr. Ray Distasio introduced himself as a partner of the Snyder and Clemente Accounting Firm who had been LCTA's auditor for many years and outside accountant since 2004 assisting the Authority in preparing and reviewing financial records and assisting in federal and state reporting procedures. Mr. Distasio went on, providing a history of how funding

was generated and received through older state funds of Act 26 PTAF funding measures and how the Commonwealth of Pennsylvania Act 44 funds of 2007 would provide a more stable base of funding. Mr. Distasio explained the Act 44 funds would not increase more than 20% each year or be less than the previous year. Through Act 44, Senior Citizens were permitted to ride all day without restricted hours potentially increasing ridership. Mr. Distasio stated the I.T. Department is developing monthly spreadsheets showing the trend in Senior Citizens ridership. Mr. Distasio continued, stating Act 44 also initiated Management Performance Reviews conducted at each transit agency in the State with LCTA's having been conducted in 2011. The review compares each authority with similar peer groups noting differences outside set parameters which must be explained and addressed. Mr. Distasio then stated that between 2000 to 2012 senior citizens ridership accounted for an average of 44% of total ridership. He also noted that fluctuations occur due to weather, floods, holidays and a number of factors. Mr. Licata asked Mr. Distasio if the fluctuations in senior citizen ridership would affect funding measures and Mr. Distasio stated it would not since it would require a very large fluctuation in numbers to affect the funding. Ms. Kepner asked if the identification card the senior citizens show the drivers which is not a magnetic swipe card, is unique to LCTA and Mr. Distasio responded it is not, as those are the cards issued by PennDOT. Mr. Strelish offered the fact that the senior citizen ridership is comparable to COLTS and offered the Performance Review summary to anyone who would like to review it. After Mr. Distasio's presentation Attorney Blazosek summarized by acknowledging that although the senior citizen ridership is important it does not drive the system and many factors go into the entire funding process.

9. Solicitor's Report: Attorney Joseph Blazosek

Attorney Blazosek began by noting that Board member Mr. Conway was in attendance at the work session but is not present for the public meeting. The Board broke to discuss personnel matters from 3:15pm to 3:45pm.

Attorney Blazosek referred to Mr. Conway's comments made at the work session referring to the published harassment charge involving LCTA employees as comparable to the Penn State scandal and cautioned all Board members to bring any issues they may be informed of to the entire Board. Attorney Blazosek stated the matter was handled privately as an inside matter following an established process. However, due to the publicized comments he asked the Board Chairman to make an exception and request a motion to allow the distribution of the report to the media in order to respond to the publicized comments. A motion was made by Mr. Licata and seconded by Mrs. Riccetti. Motion carried. A roll call of the Board members resulted in all affirmative votes.

Attorney Blazosek affirmed the position the Board does not practice releasing documentation but due to this matter felt it was necessary to do so. At this time, Attorney Blazosek read the statement detailing the specific details of the incident and of the process followed at the time of the incident. Mr. Strelish stated he had copies of the report available for distribution at the end of the meeting.

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

A Ridership – June, 2012

Mr. Strelish then presented the ridership for June, 2012 which showed total passengers at 145,841 which is a small decrease from June, 2011 ridership of 147,369. Mr. Strelish noted increases in full fare paying passengers as well as Senior Citizen ridership from 2011.

B. Approve Local match Resolution in Amount of \$462,233 for FY2012-13 PennDOT Operating Assistance Application

Mr. Strelish then read a PennDOT resolution certifying the required County match in the amount of \$462,233 in order to obtain the 2012-13 Operating Assistance funds in the amount of \$5,046,634. A motion to approve was made by Ms. Lombardo and seconded by Mrs. Riccetti. Motion carried.

C. Accept Proposal for Removal of Landscaping and Blacktopping of 4 Tear-Drop Parking Lot Locations from Smith Blacktopping at Cost of \$7,500

Next, Mr. Strelish asked for a motion to approve the acceptance of a proposal from Smith Blacktopping for removal of landscaping and blacktopping 4 areas at a proposal cost of \$7,500. Motion to approve was made by Mr. Chepalonis and seconded by Mr. Licata. Motion carried. Mr. Strelish stated the next lowest bid was \$8,375.

D. Request Motion to Rescind the Motion to Accept Bid from Corey Inc. to Renovate Fuel Island at Awarded Cost of \$61,950

Mr. Strelish then asked for a motion to rescind a motion made at the June 26, 2012 Board meeting for the renovation of the fuel island. The original motion awarded the contract to Corey Inc. at a cost of \$61,950. A motion to rescind was made by Mr. Licata and seconded by Mrs. Riccetti. Motion carried. This was due to the bidding process.

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

Mr. Strelish then addressed the next item on the agenda, to award the bid to add a 10,000 gallon gasoline fuel tank to the existing fuel island. Mr. Strelish stated the low, and only bidder is Corey Inc at a cost of \$61,950. Motion to accept was made by Mr. Baldo and seconded by Mr. Chepalonis. Mr. Strelish stated this project would also be funded through consolidation costs and would result in a large savings in the cost of fuel for the Shared Ride vans.

F. Discuss Automated Temperature Control Renovation Project at Cost of \$34,975 from Northeast Building Controls

Mr. Strelish stated this matter was discussed during the work session and the project would have to go through the bidding process.

G. Reports by Operations Supervisor and Maintenance Supervisor

Operations Director, Mr. Henderson had no report at this time.

H. Report by Shared Ride Division Assistant Executive Director

Mr. James Darr, Director, had no report at this time.

11. OPERATIONS COMMITTEE: Mr. Robert Chepalonis

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

12. PERSONNEL COMMITTEE: Mr. Robert Chepalonis

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

13. OLD BUSINESS:

Board member, Ms. Kepner mentioned the Board training which had been addressed at the June 26, 2012 meeting and asked if a training schedule had been determined. Mr. Strelish stated he does have the schedule available and distributed it to the Board members receiving the training to determine the specific date. Mr. Strelish stated the training is required by PennDOT as part of the Performance Review.

14. NEW BUSINESS:

There was no New Business to conduct at this time.

15. REMARKS:

Mr. Licata commented on the bus drivers, stating they display courtesy and professionalism to their passengers.

Mr. Strelish also complimented the maintenance staff in the way they are handling the additional work as they maintain both the buses and vehicles from Shared Ride. Mr. Strelish stated LCTA will be receiving 7 new hybrid buses and Shared Ride will be receiving 15 new vans, both by the end of the year.

16 ADJOURNMENT:

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

Respectfully Submitted,



BY: Theresa Chapman, Secy to the Board

FOR: Patrick Conway, Secy of the Board