

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
OCTOBER 23, 2018

PRESENT:

CHARLES SCIANDRA, CHAIRMAN
MICHAEL GILHOOLEY, ASST. TREASURER
LYNETTE VILLANO, SECRETARY
GARY POLAKOSKI, ASST. SECRETARY
PATRICK CONWAY, MEMBER
JOHN KOCH, PH.D, MEMBER

ATTORNEY JOSEPH BLAZOSEK, SOLICITOR
ATTORNEY MATTHEW CARMODY

ABSENT:

ARTHUR BOBBOUINE, VICE-CHAIRMAN
VALERIE KEPNER, PH.D, TREASURER
SID HALSOR, PH.D, MEMBER

ADMINISTRATIVE STAFF:

NORMAN GAVLICK, EXECUTIVE DIRECTOR
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.
JOHN ALU, DIRECTOR OF FINANCE
LEE HORTON, DIRECTOR OF OPERATIONS
JANINE HENNIGAN, HR MANAGER
TRACY KLINE, ACCOUNTING ASSISTANT
FRANK KNOREK, COMPLIANCE

OTHERS:

KEVIN, MCGEE, UNION PRESIDENT, BUS OPERATOR
PAUL JASON, BUS OPERATOR
JIM BROCK, PENNDOT
MICHELLE DRAPCHO, GHP
KRISTA PALUSKI, GHP
BILL OSTROSKI, GHP
DAVE KAUNAS, ONE SOURCE
DAVE KELLAR, ONE SOURCE

1. Pledge of Allegiance: Board Chairman, Mr. Sciandra, welcomed everyone and invited those present to join him in the Pledge of Allegiance.

2. Roll Call: The following Board Members were present for the meeting: Mr. Conway, Mr. Gilhooley, Dr. Koch, Mr. Polakoski, Ms. Villano and Mr. Sciandra. Mr. Bobbouine, Dr. Kepner and Dr. Halsor were absent.

3. Public Comment: None

4. Approval of Minutes: September 25th meeting

Chairman, Mr. Sciandra, asked for approval of the board minutes from the September 25th, 2018 meeting. A motion was made by Mr. Gilhooley and seconded by Ms. Villano. Motion carried.

5. Treasurers Report: Dr. Valerie Kepner

Dr. Kepner was absent from the meeting. Mr. Alu mentioned that the Shared Ride fare increase was approved by PennDOT and is effective November 1st. Mr. Sciandra asked for a motion to approve the treasurer's report, pending audit. A motion was made by Dr. Koch and was seconded by Mr. Gilhooley. Motion carried with a roll call vote of the board.

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra commented on a nice review from Jim Brock who was working with staff in reference to our strategic plan. He added that everyone seems to have done an excellent job in meeting goals, also that some adjustments were made to goals and timelines. Mr. Gavlick confirmed the next update will be after the New Year.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 5:01 p.m. until approximately 5:16 p.m. Atty. Blazosek said that he, Atty. Carmody, Mr. Gavlick and Mrs. Hennigan updated the board on some personnel matters that will later be addressed in the public section of the meeting. He added that no decisions were made and any actions taken will be done during the regular meeting.

8. Executive Directors Report: Executive Director Norm Gavlick

Mr. Gavlick referred to his written report included in the board packets.

Action Items:

Motion to approve Provision of Transportation Agreement between LCTA and Dress for Success Luzerne County.

Motion to approve Provision of Transportation Agreement between LCTA and Miss Jane's Child Care, Inc.

Motion to approve Provision of Transportation Agreement between LCTA and Bloom Early Education Centers, Inc.

A motion to approve all three of the agreements listed above was made by Ms. Villano and seconded by Mr. Conway. Motion carried with a roll call vote of the board.

9. Board Committee Reports

Public Transit Ridership Forum – Dr. Halsor, Chairperson

Dr. Halsor was absent from the meeting. Mr. Sciandra confirmed that the minutes from the ridership meeting were in the packets. Mr. Gavlick said it was held at Misericordia with a few people in attendance.

Safety Committee- Dr. John Koch, Chairperson

Dr. Koch said the meeting was last week and the minutes are included in the packets.

Bylaws Committee- Mr. Art Bobbouine, Chairperson

Mr. Bobbouine was absent from the meeting. It was concluded that the Bylaws were previously adopted.

Health and Pension Committee- Ms. Lynette Villano, Chairperson

Ms. Villano mentioned the presentation made during the work session from One Source and Geisinger. Mr. Gavlick said that there is a quarterly pension meeting on Thursday.

Operations Committee- Mr. Gary Polakoski, Chairperson

Mr. Polakoski said we implemented night service approximately a week ago and asked Mr. Gavlick to give an overview on how it is going.

Mr. Gavlick said the night service is going very well and already it is 2 to 3 percent of our daily ridership numbers. He stated that, as expected, the Center Point and Hanover Industrial Park routes are doing the best out of the five adding that there was also a slight rise in our dayshift numbers.

Mr. Roselle said that we only have about a month's worth of numbers.

Mr. Gavlick explained we extended the free night service until October 31st with the reasoning that people could use it for Halloween and also starting November 1st it would be a clean break from the free to the paid fares. He said we put out the press release and notifications that it was extended through October 31st. He stated that we have had additional conversations with employers and felt things were going well so far.

Personnel Committee- Patrick Conway, Chairperson

Mr. Conway presented the following motions:

Motion to hire Pamela Sendrick PT SR Van Driver, pending pre-employment clearances, at \$12.00 per hour.

Motion to hire Edward Fedor PT SR Van Driver, pending pre-employment clearances, at \$12.00 per hour.

Motion to acknowledge the separation of employee # 9199

All of the previous motions made by Mr. Conway were seconded by Mr. Gilhooley. Motion carried with a roll call vote of the board.

10. Old Business: There was no old business.

11. New Business: No new business was discussed.

12. Remarks: There were no remarks made.

13. Adjournment: With all business completed, a motion to adjourn was made by Mr. Sciandra and seconded by Mr. Conway. Motion carried.

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board