

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
FEBRUARY 26, 2019

PRESENT:

JOSEPH PADAVAN, TREASURER
VALERIE KEPNER, PH.D, ASST. TREAS./ASST. SECRETARY
SID HALSOR, PH.D, MEMBER
SEAN ROBBINS, MEMBER

ATTORNEY JOSEPH BLAZOSEK, SOLICITOR
ATTORNEY MATTHEW CARMODY

ABSENT:

CHARLES SCIANDRA, CHAIRMAN
MICHAEL GILHOOLEY, VICE-CHAIRMAN
LYNETTE VILLANO, SECRETARY
PATRICK CONWAY, MEMBER
GARY POLAKOSKI, MEMBER

ADMINISTRATIVE STAFF:

NORMAN GAVLICK, EXECUTIVE DIRECTOR
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.
JOHN ALU, DIRECTOR OF FINANCE
VINCE COVIELLO, DIRECTOR TRANSIT MAINTENANCE
LOUIS URITZ, PROCUREMENT MANAGER
ROBERT LAUER, ASSISTANT OPERATIONS MANAGER
JANINE HENNIGAN, HR MANAGER
TRACY KLINE, ACCOUNTING ASSISTANT
FRANK KNOREK, COMPLIANCE
LORRI PALOVCHAK, PUBLIC RELATIONS MANAGER

OTHERS:

JUAN RAMOS, BUS RIDER
JOHN CAREY, BUS OPERATOR
DAVE BOWMAN, WNEP 16
BILL WELLOCK, CITIZENS VOICE
CHRIS CONCERT, SWOYERSVILLE MAYOR
ZOEY SPAK, STUDENT ADVISORY COMMITTEE, LCCC
JOE KELLEY, STUDENT ADVISORY COMMITTEE, KINGS COLLEGE

Atty. Blazosek explained that we are waiting for a fifth board member. He called for an executive session at approximately 4:25 p.m. and hoped that another member might arrive during that time.

1. Pledge of Allegiance: Atty. Robbins welcomed everyone and invited those present to join him in the Pledge of Allegiance.

Atty. Robbins stated that we would have a presentation at this time. Mr. Gavlick explained that one of our bus operators, Andre Waters, was recently recognized by the town of Swoyersville.

Swoyersville Major, Chris Concert, read the citation which stated that Mr. Waters stopped his bus to help a Swoyersville resident who had fallen and carried him to his home. Mr. Concert explained that no one else stopped to help. He also presented Mr. Waters with a key to the city. Mr. Waters accepted his award and thanked Mr. Gavlick for creating jobs, adding that it wasn't for him he would not have been there to help the man. He also thanked other staff members as well.

Mr. Gavlick then presented Mr. Concert with a certificate of appreciation.

Lorri Palovchak, Public Relations Manager, introduced Zoey from the Student Advisory Committee. Zoey said she is a LCTA student liaison at LCCC, that bus pass sales continue to improve and they are excited about the Hazleton connecting route.

Mrs. Palovchak introduced new Student Advisory member, Joe Kelley, from Kings College. He explained he has only been in the position for two weeks but hopes to get more people involved. He also said that both he and Zoey are working on a student bus survey.

2. Roll Call: The following Board Members were present for the meeting: Dr. Halsor, Dr. Kepner, Mr. Padavan, and Atty. Robbins.

Atty. Robbins explained that since there was not a quorum present they would not proceed with any action or formal items on the agenda but would continue the meeting.

3. Public Comment: Juan Ramos asked how well the night service was doing. Mr. Gavlick said it was doing well, possibly better than some of the daytime routes. Mr. Roselle commented that the night service is about 2% of our daily ridership. Mr. Ramos asked about night service to Dallas. Mr. Gavlick said there is no plan for that at the moment. Mr. Roselle said the next step would be to provide more frequency.

John Carey asked if we were in communication with College Misericordia. Mr. Gavlick stated that we've had ridership meetings there but they are not currently interested.

4. Board Committee Reports

Public Transit Ridership Forum – Dr. Halsor, Chairperson

Dr. Halsor commented that we had our third Facebook meeting.

Mr. Gavlick stated that the participation was good. He said there was a person from a German transit entity participating in the meeting who thought it was a great idea. Mr. Gavlick said we used Dr. Kepner's recommendation and went over the dos and don'ts heard from drivers regarding passengers. Dr. Halsor asked when the next meeting will be held. Mr. Gavlick said it would be the Tuesday before the board meeting which would be March 19th.

Safety Committee- Atty. Sean Robbins, Chairperson

Atty. Robbins said there was a meeting today at 11:00p.m. and officers were selected.

He said that Bob Lauer ran the meeting and Frank Knorek did a safety presentation on LCTA's role in evacuations associated with nuclear plant emergencies.

Atty. Robbins said that Bob Lauer made special note of Vince Coviello's contribution in making sure the radios are operating properly. Atty. Robbins agreed it was well deserved.

Mr. Gavlick added that we will be using the FRITS (Fixed Route Intelligent Transportation System) and it is possible to run radios through the internet from the buses.

Mr. Roselle explained that it was still in a testing phase. He said it has not been decided if that part would be implemented. He stated the next step is pilot buses and full implementation would be the end of June.

Mr. Gavlick mentioned that we would have a slide show to explain how FRITS works and what it does at another meeting. Mr. Gavlick said that Joe compiles the ridership reports from different areas and puts it into EXCEL but the FRITS system would have all of the data in one place.

Health and Pension Committee- Mr. Joseph Padavan, Chairperson

Mr. Padavan said there was a pension meeting on 1/31/19. He said some changes were made with the new Union Contract and both LCTA and Employees are putting more into the plan. He also mentioned that we should keep a close eye on the plan.

Mr. Gavlick stated that Jim Brock may be here in March to speak about the strategic plan.

Mr. Padavan read the personnel motions and Atty. Robbins said they would be acted on at the next meeting.

5. Old Business: None

6. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session that lasted approximately an hour. Atty. Blazosek said that the board was updated on both personnel and real estate matters. Atty. Blazosek said no decisions were made and any actions taken would be at another board meeting.

7. New Business:

Mr. Gavlick spoke about the connect the corridor project. He explained it is an effort to create seamless transit from lower Luzerne County through Lackawanna County. He said they had a meeting with the Hazleton Mayor and Ralph Sharp from Hazleton Public Transit. He explained that Hazleton has 14 buses but they do not have fare boxes on their buses. Mr. Gavlick said we have offered to help them come up with the funding to do so. He mentioned there are three entities that have signed on to financially support the Hazleton trips which would offset the costs

Atty. Robbins asked how Hazleton collects fares. Mr. Gavlick said they have cash boxes and paper tickets that are punched by the drivers.

John Carey asked about the FRITS project and whether or not LCTA passes could be reloaded online.

Mr. Gavlick said riders will be able to get permanent cards that can be reloaded.

Mr. Carey said that we need to get the information out to riders as many do not go online.

He also suggested that we post that information on the buses.

Lastly, Mr. Gavlick said we had a meeting with Vector in an effort to capture statewide and national advertising which would provide a guaranteed amount of revenue. He said we would put out an RFP and go through that process.

Treasurers Report: Mr. Joseph Padavan

Mr. Padavan said everything has been going well and John has been doing a terrific job. He explained that a signature stamp was made to assist with the approval process.

Atty. Robbins adjourned the meeting at this time.

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board