

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
JULY 16, 2019

PRESENT:

CHARLES SCIANDRA, CHAIRMAN
MICHAEL CEFALO, VICE-CHAIRMAN
JOSEPH PADAVAN, TREASURER
VALERIE KEPNER, PH.D, ASST. TREAS./ASST. SECRETARY
SID HALSOR, PH.D, MEMBER
GARY POLAKOSKI, MEMBER
SEAN ROBBINS, MEMBER

ATTORNEY JOSEPH BLAZOSEK, SOLICITOR
ATTORNEY MATTHEW CARMODY

ABSENT:

LYNETTE VILLANO, SECRETARY
PATRICK CONWAY, MEMBER (VIA PHONE)

ADMINISTRATIVE STAFF:

NORMAN GAVLICK, EXECUTIVE DIRECTOR
LOUIS URITZ, PROCUREMENT MANAGER
JANINE HENNIGAN, HR MANAGER
TRACY KLINE, ACCOUNTING ASSISTANT
FRANK KNOREK, COMPLIANCE
LORRI PALOVCHAK, PUBLIC RELATIONS MANAGER

OTHERS:

JOHN BERGEN, AMERICAN POLICE HALL OF FAME
RANDY LISMAN, FINANCE
PAUL JASON, BUS OPERATOR
ANN MARIE KOCHER, BUS OPERATOR
DORIS SHAW, BUS OPERATOR
ERIC MARK, CITIZENS VOICE
KATIE BURNE, FOX 56
PATRICK VERNAN, TIMES LEADER

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. Cefalo, Dr. Kepner (present for work session only), Dr. Halsor, Mr. Padavan, Mr. Polakoski, Atty. Robbins and Mr. Sciandra.

3. Public Comment: None

4. Approval of Minutes: Chairman, Mr. Sciandra, asked for approval of the board minutes from the May 28th, 2019 meeting. A motion was made by Atty. Robbins and seconded by Mr. Padavan. Motion carried.

5. Treasurers Report: Mr. Joseph Padavan

Mr. Padavan explained the financial reports are in the packets and all checks are processed and signed. Mr. Sciandra asked for a motion to approve the treasurer's report, subject to audit. The motion was made by Mr. Polakoski and seconded by Mr. Cefalo. Motion carried with a roll call vote of the board.

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra said our consultant Toby Fauver was working with the group. He stated that the board has contracted Mr. Fauver regarding different projects that we have or will have at LCTA.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:16 p.m. until approximately 5:35 p.m. Atty. Blazosek said that the board reviewed some personnel issues and also spoke about real estate matters. Atty. Blazosek said no decisions were made and there will be actions taken during the formal part of the meeting.

8. Executive Directors Report: Executive Director Norm Gavlick

Action Items:

Motion to approve an extension to the consulting contract of John Alu in an amount not to exceed \$4000.00. A motion was made by Mr. Cefalo and seconded by Dr. Halsor. Motion carried with a roll call vote of the board.

Motion to approve a resolution authorizing the Solicitors and the Executive Director to file a Declaration of taking to condemn the "Murray Complex Properties" (legally titled as Cinewa 16 LP) as described in the attached resolution. A motion was made by Mr. Cefalo and seconded by Atty. Robbins. Motion carried with a roll call vote of the board.

Motion to approve a provision of transportation agreement between LCTA and Northeast Sight Services. Motion to approve a provision of transportation agreement between LCTA and Volunteers of America. The above motions were made by Mr. Padavan and seconded by Mr. Polakoski. Motion carried with a roll call vote of the board.

9. Board Committee Reports

Public Transit Ridership Forum – Dr. Halsor, Chairperson

Dr. Halsor said that his report was included in the board packets. He explained that he is the chair and sole member of the board on the committee and he could use some help if any of the board members are interested in ridership. Dr. Halsor stated that there is a lot of information and it is important. He added that a lot of the decisions should be framed by the data on ridership.

Mr. Sciandra said that Mr. Fauver wants to refresh the strategic plan and they talked about funneling all the data into some simple information for the board to view.

Dr. Halsor said the data isn't uploaded to the Google drive until a few days before the meeting. Mr. Gavlick stated that the FRITS project installation is going to help with obtaining the data and it will be a lot more accurate and easier to get. Mr. Sciandra said he liked Dr. Halsor's comment to ride the bus once a month. Mr. Gavlick said the next ridership meeting will be this Thursday, July 18th down on Public Square at 12:00 p.m. adding that it will be live on Facebook and include the contest drawing.

Safety Committee- Atty. Sean Robbins, Chairperson

Atty. Robbins said there was meeting on July 9th. He mentioned they are working through radio issues and a suggestion from staff that they be allowed to offer input on the development of the Murray Complex. Atty. Robbins said that Kevin McGee spoke about saving the water tower and the article about the trolley going to Steam town. Mr. Gavlick said he talked with Tony Brooks from the Wilkes-Barre Historical Society regarding restoring the water tower and possibly moving it. He added that he has talked to union members, employees and drivers about the plans for Murray and they will be involved in reviewing the plans. He said he also talked to Tony Brooks about the trolley, noting the new site would be a perfect place to display the last Wilkes-Barre trolley car.

Strategic Planning Committee- Mr. Charles Sciandra, Chairperson

Mr. Sciandra said that our consultant is going to be bringing us up to speed as to where we are at.

Health and Pension Committee- Mr. Joseph Padavan, Chairperson

Mr. Padavan said the quarterly pension was set for July but it had to be rescheduled. He said a report would be available in August or September.

Operations Committee- Mr. Gary Polakoski, Chairperson

Mr. Polakoski had no report.

Personnel Committee- Mr. Gary Polakoski, Chairperson

Mr. Polakoski presented the following motions:

Motion to promote Peterson Vetiaque to FT SR van driver, effective 7/1/19, at contract rate.

Motion to hire Edward Lavacchi as PT spotter at contract rate.

Motion to hire John Rinehimer as PT SR van driver at \$12 per hour.

Motion to hire Michael McDade as PT SR van driver at \$12 per hour.

The motions listed above were made by Mr. Polakoski and seconded by Mr. Padavan. Motion carried with a roll call vote of the board.

Motion to hire Randy Lisman as Director of Finance at a base salary of \$85,000, effective 7/29/2019.

The motion was made by Mr. Polakoski and seconded by Dr. Halsor. Motion carried with a roll call vote of the board.

Motion to adopt and implement the recommendations of EEO Officer Joseph Roselle regarding the personnel matter discussed in the July 16, 2019 executive session 2019-001. The motion was made by Mr. Polakoski and seconded by Mr. Cefalo. Motion carried with a roll call vote of the board.

10. Old Business: None

11. New Business: Atty. Robbins made a motion to allow the management to make recurring hires for existing positions including part-time and full-time drivers, spotters and customer service representatives, excluding Senior Managers, without the need for board approval. The motion was seconded by Dr. Halsor. Motion carried with a roll call vote of the board.

12. Remarks: None

13. Adjournment: With all business completed, Dr. Halsor made a motion to adjourn, seconded by Atty. Robbins. Motion carried.

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board