

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

PRESENT:

CHARLES SCIANDRA, CHAIRMAN
JOSEPH PADAVAN, TREASURER
VALERIE KEPNER, PH.D, ASST. TREAS./ASST. SECRETARY
LYNETTE VILLANO, SECRETARY
GARY POLAKOSKI, MEMBER
SEAN ROBBINS, MEMBER

ATTORNEY JOSEPH BLAZOSEK, SOLICITOR
ATTORNEY MATTHEW CARMODY, ASST. SOLICITOR

ABSENT:

MICHAEL CEFALO, VICE-CHAIRMAN
PATRICK CONWAY, MEMBER

ADMINISTRATIVE STAFF:

LEE HORTON, INTERIM EXECUTIVE DIRECTOR
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.
VINCE COVIELLO, DIRECTOR TRANSIT MAINTENANCE
LOUIS URITZ, PROCUREMENT MANAGER
RANDY LISMAN, FINANCE DIRECTOR
ROBERT LAUER, INTERIM OPERATIONS DIRECTOR
JANINE HENNIGAN, HR MANAGER
TRACY KLINE, ACCOUNTING ASSISTANT

OTHERS:

BILL JOYCE, JOYCE INS. SARA PICARD, MILLENNIUM
PATRICK ANDREWS, JOYCE INS. PETER SAULNIER, ELAP
KEVIN MCGEE, UNION PRESIDENT, BUS OPERATOR
PAUL JASON, BUS OPERATOR

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: Dr. Kepner, Mr. Padavan, Mr. Polakoski, Atty. Robbins, Ms. Villano and Mr. Sciandra.

3. Public Comment: None

Board Chairman, Mr. Sciandra, turned the meeting over to the Interim Executive Director, Lee Horton.

Mr. Horton presented the following action items:

Motion to hire Brian Adamski from part-time evening dispatcher to full-time evening dispatcher, effective 11/27/19. A motion was made by Mr. Polakoski and seconded by Mr. Padavan. Motion carried with a roll call vote of the board.

Motion to have all job required clearances to be paid by LCTA, effective 11/26/19. A motion was made by Dr. Kepner and seconded by Ms. Villano. Motion carried with a roll call vote of the board.

Atty. Blazosek requested a board member to make a motion for authorization to engage Charles Moyer Real Estate Services at an amount not to exceed \$4,000. A motion was made by Mr. Polakoski and seconded by Mr. Padavan. Motion carried with a roll call vote of the board.

Ms. Villano made a motion that we enter into an agreement with Joyce Insurance concerning our cyber risk insurance at the \$2 million limit. The motion was seconded by Mr. Padavan. Motion carried with a roll call vote of the board.

4. Approval of Minutes: Chairman, Mr. Sciandra, asked for approval of the board minutes from the October 22nd, 2019 meeting. All were in favor, motion carried.

At this time Mr. Polakoski and Dr. Kepner left the meeting.

5. Treasurers Report: Mr. Joseph Padavan, Chairperson

Mr. Sciandra said the report would be tabled until next board meeting.

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra said there was supposed to be a meeting this morning with the County Commissioners in Scranton, but it was postponed until next Tuesday or Wednesday. He stated at the meeting will be Toby Fauver, himself, the chairman of the COLTS board and the County Commissioners. He added that Mr. McGinley will also be in attendance. Mr. Sciandra said he wanted to make sure everyone is kept abreast of discussions as they continue. He said that Lackawanna County requested the meeting and we don't know what the agenda is until we get there.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:59 p.m. until approximately 5:52 p.m. He said the board was briefed on some personnel matters and there were updates on real estate. Atty. Blazosek added that no decisions were reached or actions taken. He referred to the previous motion regarding his request to authorize additional real estate services.

8. Board Committee Reports

Safety Committee- Atty. Sean Robbins, Chairperson

Atty. Robbins said the safety committee did not meet.

Strategic Planning Committee- Mr. Charles Sciandra, Chairperson

Mr. Sciandra said that Toby Fauver, our consultant, is working on things within the organization and with our Executive Director, adding that the strategic plan is on his agenda.

Health and Pension Committee- Mr. Joseph Padavan, Chairperson

Mr. Padavan said we had a pension meeting on October 24th and the year to date looks good. The non-union plan had a net portfolio return of 10.19% and the ATU union plan had a portfolio return of 10.12%. He said we have a long way to go as the plan is funded about only 60%.

Operations Committee- Mr. Gary Polakoski, Chairperson

Mr. Polakoski left earlier in the meeting.

Personnel Committee- Mr. Gary Polakoski, Chairperson

Mr. Sciandra asked Janine Hennigan, Human Resources, for an update. Mrs. Hennigan said that she has some new hires pending on clearances and she is moving ahead with hiring part-time FR customer service representatives, part-time van drivers, part-time SR dispatchers and part-time spotters.

Mr. Sciandra asked if any exceptions would be made in paying for clearances before the 11/26/19 approval date. Mr. Horton suggested that the vote was made today and we should stick to that date. Atty. Carmody said without a quorum we cannot amend the previous motion.

9. Old Business:

Atty. Blazosek said that he and Mr. Horton attended a work session of Wilkes-Barre City Council and the purpose was to get endorsement by council to enact an ordinance to vacate the portions of street rights that are inside the Murray Complex property. He said that the Council was very positive and we are moving in a direction to get that done. Atty. Blazosek stated that there was a question regarding the fire hydrant inside the complex adding that the designer hired by PennDOT will consult when the time comes.

Mr. Horton commented that Lou Uritz is currently working on the RFP but it is very in depth and extensive. He said it is a very large job and it will take some time.

10. New Business: None

11. Remarks: Kevin McGee stated that he agreed with Mr. Horton's decision regarding the job clearances.

12. Adjournment: With all business completed, Ms. Villano made a motion to adjourn, seconded by Mr. Padavan. Motion carried.

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board