

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
DECEMBER 17, 2019

PRESENT:

CHARLES SCIANDRA, CHAIRMAN
MICHAEL CEFALO, VICE-CHAIRMAN
JOSEPH PADAVAN, TREASURER
LYNETTE VILLANO, SECRETARY
GARY POLAKOSKI, MEMBER

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

ABSENT:

VALERIE KEPNER, PH.D, ASST. TREAS./ASST. SECRETARY
PATRICK CONWAY, MEMBER
SEAN ROBBINS, 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.

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, Mr. Padavan, Mr. Polakoski, Ms. Villano and Mr. Sciandra.

3. Public Comment: None

4. Approval of Minutes: Chairman, Mr. Sciandra, asked for approval of the board minutes from the November 26nd, 2019 meeting. A motion was made by Ms. Villano and seconded by Mr. Padavan. Motion carried.

5. Treasurers Report: Mr. Joseph Padavan, Chairperson

Mr. Padavan explained all checks are approved, signed and pending audit. Mr. Sciandra asked for a motion to approve the treasurer's report. A motion was made by Mr. Cefalo and seconded by Mr. Polakoski. Motion carried with a roll call vote of the board.

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra said there was another meeting held in Scranton, however because of the weather and the holidays, there were people missing. He stated that the meeting will be rescheduled after the New Year.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:50 p.m. until approximately 5:10 p.m. He said the board discussed with Mr. Fauver some general and personnel matters. Atty. Blazosek added that no decisions were reached or actions taken.

He also confirmed that there was no public comment.

8. Executive Directors Report: Interim Director, Lee Horton

Mr. Horton referred to Attachment A that the board received.

Action Items:

Motion to utilize services of Cigna for health care in 2020. Mr. Sciandra commented that we will get information in reference to employees who could potentially go on Medicare or Medicaid and Millenium will be doing the analysis. A motion was made by Ms. Villano and seconded by Mr. Padavan. Motion carried with a roll call vote of the board.

Insurance approval for Joyce Insurance to renew coverage. A motion was made by Mr. Padavan and seconded by Mr. Polakoski. Motion carried with a roll call vote of the board.

Approve an amendment to contract for legal services with Atty. Carmody. A motion was made by Mr. Padavan and seconded by Mr. Cefalo. Motion carried with a roll call vote of the board.

Approve an amendment to contract for OneSource for payroll processing. This item was tabled for 60 days. Mr. Cefalo expressed the need for the staff to seek a 60 day extension. Mr. Roselle said he would communicate the information to One Source and stressed that we would need transition time. Mr. Lisman said we were looking to make a decision in January.

9. Board Committee Reports

Public Transit Ridership Forum Committee- Dr. Valerie Kepner

Dr. Kepner was absent from the meeting.

Safety Committee- Atty. Sean Robbins, Chairperson

Atty. Robbins was absent from the meeting.

Strategic Planning Committee- Mr. Charles Sciandra, Chairperson

Mr. Sciandra did not have a report.

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%. Mr. Sciandra stated that the market is up 23-25% and inquired if 10% was a good return. Mr. Padavan said he felt that was a good return. Mr. Lisman explained that pensions are typically conservative.

Operations Committee- Mr. Gary Polakoski, Chairperson

Mr. Polakoski had no report.

Personnel Committee- Mr. Gary Polakoski, Chairperson

There were no new hires presented.

10. Old Business:

Mr. Horton explained that he and Mr. Coviello had a meeting with the utility companies over at the Murray Site and they were looking for power lines, cable lines, drains, etc.

Mr. Cefalo stated that he is doing business with a local engineering firm, professionally. He said they had a conversation regarding the fact that the Wilkes-Barre Area School Board looked at the Murray Complex as a potential site. He explained that instead of repeating that process all over again there may be information that is transferrable to the LCTA. Mr. Cefalo added that their due diligence may have value and he wanted to make everyone aware of the potential opportunity.

Mr. Fauver said that he was speaking with PennDOT regarding a transit development plan. He explained that every five years, PennDOT goes through a process, looking at service, ridership and efficiency. He said if they get it on the program they probably wouldn't start until spring or early summer.

11. New Business: Mr. Cefalo asked for a motion to accept the contents of Attachment D and initiate the proposed salary increases effective January 1, 2020. A motion was made by Mr. Padavan and seconded by Ms. Villano. Motion carried with a roll call vote of the board.

12. Remarks: None

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

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board