

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
FEBRUARY 25, 2020

PRESENT:

CHARLES SCIANDRA, CHAIRMAN
MICHAEL CEFALO, VICE-CHAIRMAN
VALERIE KEPNER, PH.D, TREASURER
LYNETTE VILLANO, SECRETARY
GARY POLAKOSKI, ASST. SECRETARY

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

ABSENT:

JOSEPH PADAVAN, ASST. TREASURER
PATRICK CONWAY, MEMBER
DENNIS DRISCOLL, 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
JANINE HENNIGAN, HR MANAGER
TRACY KLINE, ACCOUNTING ASSISTANT

OTHERS:

REBECCA ALLEN

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, Mr. Polakoski, Ms. Villano and Mr. Sciandra. Mr. Sciandra stated that Ms. Villano was re-appointed for another five year term. He also mentioned that we have a new board member, Dennis Driscoll, from West Pittston. Mr. Sciandra said he was unable to attend but should be with us next month.

3. Public Comment: Rebecca Allen explained that her father worked for LCTA as a bus driver and she said that she had a concern regarding his outstanding life insurance since he has passed away. She stated that when he was disabled from his job, he was told he would be fixed at a policy value of \$19,000 and she has that in writing signed by Atty. Blazosek. She said she called following his passing

and was notified he would only be insured for \$1,000. Ms. Allen said that amount was a discrepancy compared to what she had. She said that she went back and forth with the Human Resource Manager, Janine, and was directed her to Atty. Blazosek; however she decided to come the board. She said she had also been in touch with the President of the Union regarding this issue and he advised her to attend this meeting today.

Mr. Sciandra said he was sorry for the loss of her father and explained that this is a personnel issue so they can't discuss it at a public meeting. He suggested she give her phone number to Mr. Horton, adding that we will sort the facts and involve our solicitors and Union President if necessary. He said we want to be fair and come up with a solution or an answer.

Atty. Blazosek asked Ms. Allen to bring by any documents that would explain the chain of events that led to her coming here tonight.

4. Approval of Minutes: Chairman, Mr. Sciandra, asked for approval of the board minutes from the January 28th, 2020 meeting. A motion was made by Ms. Villano and seconded by Mr. Cefalo. Motion carried.

5. Treasurers Report: Dr. Valerie Kepner, Chairperson

Dr. Kepner directed the board to the financial forms they were given and advised them to look at the Director of Finance report.

Mr. Lisman explained that we are now including preventative maintenance invoicing for Shared Ride to the FTA. He said we get reimbursed 80% from the Federal government for our Fixed Route. He stated that he spoke with Mr. Fauver and he said it is not uncommon to include shared ride in preventative maintenance also.

Dr. Kepner asked Mr. Lisman when he thought he would be caught up with the financial information. Mr. Lisman said he thought by the March board meeting. He stated that this year he stopped to do the budget, also the year end state and federal reporting, and he had to prioritize the things that had deadlines. He felt by April's board meeting they would have March's financials.

Mr. Sciandra asked if LCTA is responsible for the health claims prior to this year.

Mr. Lisman said there are still Geisinger claims but it was a low amount now, approximately \$15,000, and it would become less.

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra discussed the newspaper article from Sunday and the editorial today about our potential consolidation which said that everyone is getting on board with something that was researched and reported on 8 or 10 years ago.

He thanked the board for bringing in Toby Fauver to assist us in that endeavor and potentially moving forward with this consolidation. He stated they are not looking to take anyone's job.

Mr. Sciandra said based on a model from Berks County they saved a million dollars after consolidating. He said we will keep everyone abreast and have additional meetings with Lackawanna County, with COLTS and the County Commissioners. He said it has to be approved by both counties and both boards and may take a while.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:18 p.m. until approximately 5:04 p.m. He said the board was updated on some pending litigation issues and personnel matters. Atty. Blazosek added that no decisions were reached or actions taken.

8. Executive Directors Report: Interim Director, Lee Horton

Mr. Horton presented the following action items:

Motion to approve 2020-2024 FTA Equal Employment Opportunity Program (EEO).

A motion was made by Ms. Villano and seconded by Mr. Polakoski. Motion carried with a roll call vote of the board.

Motion to approve adoption of revised 2020 LCTA Fleet Management & Maintenance Manual (R4).

A motion was made by Mr. Polakoski and seconded by Mr. Cefalo. Motion carried with a roll call vote of the board.

Motion to approve Luzerne-Wyoming Counties Mental Health and Development Services Contract.

A motion was made by Mr. Cefalo and seconded by Ms. Villano. Motion carried with a roll call vote of the board.

Motion to approve Pennsylvania's Consolidated, Person/Family Directed Support, Community Living and Adult Autism Waivers. A motion was made by Mr. Polakoski and seconded by Dr. Kepner. Motion carried with a roll call vote of the board.

9. Board Committee Reports

Public Transit Ridership Forum Committee- Dr. Valerie Kepner, Chairperson

Dr. Kepner said she met with Joe Roselle a couple of times and said if you want more or less information regarding ridership to let her or Joe know about it. She said they would be starting back up with monthly meetings, and mentioned it is also required.

Mr. Sciandra said that on one of our routes in the Hanover Industrial Park, a gentleman has to walk a half of mile to his work place. Mr. Horton said they got permission from the property owner to turn around there and they now need to update the AVL.

Safety Committee- Atty. Sean Robbins, Chairperson

Atty. Robbins was absent from the meeting.

Strategic Planning Committee- Mr. Michael Cefalo, Chairperson

Mr. Cefalo said with his first glance at the goals and objectives, he is not sure how effectively we have been measuring those goals. He said the best thing for him to do is to fully digest what is in that plan, and follow up with Lee and Toby. He explained they would tear the plan apart to get it to match with where we are going and what we are doing with the new facility and be brought up to date. Mr. Cefalo said that at the end of April, beginning of May, we would have a pretty good vision what that looks like.

Health and Pension Committee- Mr. Joseph Padavan, Chairperson

Mr. Padavan was absent from the meeting.

Operations Committee- Mr. Gary Polakoski, Chairperson

Mr. Polakoski had no report.

Personnel Committee- Mr. Joseph Padavan, Chairperson

Mr. Padavan was absent from the meeting.

10. Old Business:

Murray Complex Update- Mr. Horton said we are still receiving bids for the fencing project and that DEP expressed they do not like too much of the ground to be disturbed so we are looking at a flat cut.

Mr. Uritz explained he is working on bids for the fencing project and several contractors have visited the site. He said with DEP's view on earth disturbance and regulations he had to make an amendment to the RFP and we should be receiving the bids next month.

11. New Business: No new business was discussed.

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