

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
DECEMBER 22, 2020

PRESENT:

CHARLES SCIANDRA, CHAIRMAN (By Phone)
MICHAEL CEFALO, VICE-CHAIRMAN (By Phone)
VALERIE KEPNER, PH.D., TREASURER (By Phone)
JOSEPH PADAVAN, ASST. TREASURER (By Phone)
LYNETTE VILLANO, SECRETARY (By Phone)
GARY POLAKOSKI, ASST. SECRETARY
TOM BINDUS, MEMBER (By Phone)
JOHN YOUNG, MEMBER

ATTORNEY JOSEPH BLAZOSEK, SOLICITOR
ATTORNEY MATTHEW CARMODY, ASST. SOLICITOR (By Phone)

ABSENT:

DENNIS DRISCOLL, MEMBER

ADMINISTRATIVE STAFF:

JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.
RANDY LISMAN, FINANCE DIRECTOR
TRACY KLINE, ACCOUNTING ASSISTANT

OTHERS:

NONE

1. Pledge of Allegiance: Board Chairman, Mr. Sciandra, welcomed everyone to the meeting and invited those present to join him in the Pledge of Allegiance.

2. Roll Call: The following Board Members were present or available by phone for the meeting: Mr. Bindus, Mr. Cefalo, Dr. Kepner, Mr. Padavan, Mr. Polakoski, Ms. Villano, Mr. Young and Mr. Sciandra.

3. Public Comment: None

4. Approval of Minutes: Chairman, Mr. Sciandra, asked for approval of the board minutes from the December 1st, 2020 meeting. A motion was made by Mr. Padavan and seconded by Mr. Young. Motion carried.

5. Treasurer's Report: Dr. Valerie Kepner, Chairperson

Dr. Kepner directed the board to Mr. Lisman with any financial questions. Dr. Kepner made a motion to accept the treasurer's report, pending audit. The motion was seconded by Mr. Padavan. Motion carried with a roll call vote of the board.

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra explained that we are waiting for County Council to either approve or reject the letter submitted by the board. He said as soon as he hears anything, he will get something out to the board.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:10 p.m. until approximately 5:06 p.m. He said that during the time Mr. Lisman gave the board members an update on our efforts to transition to new health care plans and discussed some of the implementation issues that go with any change over to another plan. He added that other matters were discussed concerning decorum and reporting with the proper attire for work. Atty. Blazosek added that no actions were taken.

Mr. Sciandra said that January is our reorganization meeting and asked Mr. Blazosek if he would be taking care of that. Atty. Blazosek said he would make sure all members receive proper notice.

8. Executive Directors Report: Finance Director, Randy Lisman

Mr. Lisman presented the following action items in the absence of Mr. Horton:

Motion to approve the AVAIL Extension of ITS System Maintenance and Support Offer. Mr. Lisman explained that this was the support for cellular data for all of our buses so their location could be tracked. He said that the total cost for the year would be \$6,240.00. Atty. Blazosek said that Mr. Roselle advised that this is all part of the state architecture for the AVAIL system and Verizon is the data carrier that is used throughout the system.

Mr. Sciandra commented that the County was working on new towers and radios and asked if we fit into any of that.

Mr. Roselle said that they are looking at using the tower for radio communication for the buses and vans. He explained that this motion is for the cellular data for the actual FRITS system to work. He said that part of the project for the radio upgrade is in conjunction with looking at using the towers that they have and there would be no effect on us losing service when they do the upgrade.

A motion was made by Dr. Kepner and seconded by Mr. Bindus. Motion carried with a roll call vote of the board.

Motion to approve the insurance lines renewing 1/1/21. Mr. Lisman said that the total premium came in at a little less than the expiring premium due to a lower amount of vehicles. Regarding the Public Officials Liability EPLI, he stated that Joyce recommended we go with a \$50,000 deductible versus the \$75,000, which resulted in a premium increase. He stated the Cyber Liability Insurance also increased by about 17%. 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 the Capital Application for fiscal year 2021. Mr. Lisman said the amount is primarily for buses and we will also be trying to update our bus shelters. A motion was made by Mr. Bindus and seconded by Ms. Villano. 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 they did not have a ridership meeting this month.

Safety Committee

Mr. Sciandra explained that we do not have a chairman but we will put someone in there after we re-organize in January.

Strategic Planning Committee- Mr. Michael Cefalo, Chairperson

He said that he and Mr. Fauver are finalizing their goals for presentation to the board and they will see them in the January meeting.

Health and Pension Committee- Mr. Joseph Padavan, Chairperson

Mr. Padavan said the health is being handled by Randy adding that we have new carriers. He explained that the pension committee is on hold but it was determined that we did obtain a book for the third quarter and we will make copies for everyone. Mr. Padavan said it would be interesting to see where we are at.

Operations Committee- Mr. Gary Polakoski, Chairperson

Mr. Polakoski did not report at this time.

Personnel Committee- Mr. Joseph Padavan, Chairperson

Mr. Padavan said that there are no new hires this month. He felt overall everything is going pretty well. He said we still have to talk about the bonus pay.

10. Old Business: None

11. New Business: None

12. Remarks:

Mr. Sciandra wished everyone a very Merry Christmas and a Happy New Year.

Mr. Bindus inquired about the safety committee. Mr. Sciandra stated that with Mr. Bindus' experience he would make a great Chair for that committee. He added that the role of the safety committee is to protect the health, safety and well-being of our associates. Mr. Bindus commented on the health care noting that it is always changing and the number one thing was trying to get decent health care for everyone at the best cost. He commended the board for trying to do what they can.

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

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board