

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
August 24, 2021

PRESENT:

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

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

ABSENT:

TOM BINDUS, MEMBER

ADMINISTRATIVE STAFF:

LEE HORTON, INTERIM EXECUTIVE DIRECTOR
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.
VINCE COVIELLO, DIRECTOR OF MAINTENANCE
RANDY LISMAN, FINANCE DIRECTOR
TRACY KLINE, ACCOUNTING ASSISTANT
FRANK KNOREK, COMPLIANCE ANALYST
KATHY BEDNAREK, GRANTS COORDINATOR

OTHERS:

TOBY FAUVER, CONSULTANT (By Phone)

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. Cefalo, Mr. Driscoll, 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 June 22nd, 2021 meeting. A motion was made by Ms. Villano and seconded by Mr. Padavan. Motion carried.

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

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

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra said it has been a busy month. He explained our consultant, Toby Fauver and his associates, have been doing a search for an Executive Director and there was a recommendation made to the personnel committee several weeks ago. He stated they will be moving on the recommendations from Toby Fauver and our personnel committee.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:13 p.m. until approximately 4:55 p.m. He said during that time the board received an update from Mr. Fauver and the board had an opportunity to gain input on discussions that involve management personnel matters. Atty. Blazosek said no votes or actions were taken and any actions or votes will be at the public portion of the meeting.

8. Executive Directors Report:

Mr. Sciandra turned the meeting over to Mr. Padavan, Personnel Committee Chairman.

Mr. Padavan made a motion to approve the recommendation for Executive Director made by the personnel committee. He made a motion to appoint Robert Fiume as Executive Director of LCTA, subject to terms and conditions accepted by the Board and Mr. Fiume, with the employment to commence 10/18/21. The motion was seconded by Ms. Villano. Motion carried with a roll call vote of the board.

Mr. Padavan then made a motion to approve the recommendation for Assistant Director of LCTA made by the personnel committee. He made a motion to appoint Lee Horton as Assistant Executive Director of LCTA, subject to terms and conditions accepted by the board and Mr. Horton with service as Assistant Executive Director, to commence 10/18/21. The motion was seconded by Mr. Cefalo. Motion carried with a roll call vote of the board.

Mr. Sciandra congratulated Mr. Horton.

Motion to approve the Program of Projects (POP). A motion was made by Dr. Kepner and seconded by Ms. Villano. Motion carried with a roll call vote of the board.

Motion to approve the Title VI Board Resolution. A motion was made by Mr. Cefalo and seconded by Mr. Padavan. Motion carried with a roll call vote of the board.

Motion to approve the updated Drug and Alcohol Policy. A motion was made by Dr. Kepner and seconded by Ms. Villano. Motion carried with a roll call vote of the board.

Motion to approve the contract with Child Development Council of NEPA, Inc. A motion was made by Mr. Padavan and seconded by Mr. Cefalo. Motion carried with a roll call vote of the board.

Mr. Horton thanked the board, said it has been two years, and he couldn't have done it without everyone who contributed. He added that he genuinely appreciated every minute of it.

9. Committees:

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

Dr. Kepner said the ridership forum met last Friday. She mentioned that the desk in the intermodal is now open for people to purchase passes. Dr. Kepner stated that the next meeting would be in October.

Operations/Safety Committee- Tom Bindus, Chairperson

Mr. Bindus was absent from the meeting.

Strategic Planning Committee- Michael Cefalo, Chairperson

Mr. Cefalo said that he would get the goals and objectives distributed to everyone and revisit the strategic planning committee in the next two meetings adding that he would work closely with Toby to make sure all the right people are looking at the right things.

Health and Pension Committee- Lynette Villano, Chairperson

Ms. Villano did not have a report at this time.

Personnel Committee- Joe Padavan, Chairperson

Mr. Padavan stated we would all work together to make things as smooth as possible.

Budget Committee- Dr. Valerie Kepner, Chairperson

Dr. Kepner said that Randy forwarded the draft of the budget to her. Mr. Lisman said unless there are any comments or questions, it is finished as far as he is concerned. Mr. Sciandra asked how the vacation and sick days were handled. Mr. Lisman explained that on an annual basis they calculate what the outstanding liability would be if the place would cease operations.

Mr. Sciandra said we need to fill the position of Human Resources Director. Mr. Lisman said that a lot of employees can request time off from ADP and the manager would approve the request.

Dr. Kepner asked if she should forward the budget to the full board and Mr. Sciandra said it would be a good idea. Mr. Lisman said he wouldn't populate the system until the budget is approved.

Mr. Sciandra asked that Mr. Lisman send a copy to Mr. Fauver. Mr. Cefalo said it would be an action item at the next board meeting.

10. Old Business:

Mr. Polakoski asked if Wilkes-Barre Area purchased the 2,000 passes. Mr. Horton said they haven't purchased the passes yet. He said Mr. Roselle has a schedule set up. Mr. Polakoski said we should reach out to them.

11. New Business: Mr. Polakoski mentioned the rail service coming to Scranton and Wilkes-Barre and how much money it will contribute to the local economies. He suggested having a letter sent out to

Congressman Matt Cartwright and our two Senators saying that we support this and added that it has to help the bus services. Atty. Blazosek said he would prepare something.

Mr. Cefalo asked if there was any update on the eminent domain. Mr. Blazosek said a board member on the committee had to be replaced and that it recently happened. He felt it would be moving forward. Mr. Sciandra inquired about the press release. Mr. Blazosek said after the meeting he would send it to the Citizens Voice and the Times Leader. Mr. Sciandra said we should send it to County Council as well.

12. Remarks: Andre Waters, Bus Operator, mentioned that his grandmother passed away from COVID. Mr. Waters stated that he had COVID and a lot of the drivers had it but they still filled the gaps and kept on running. He said that COLTS in Scranton got hazard pay and he was wondering why they haven't gotten anything.

Mr. Sciandra suggested that Mr. Waters speak to his Union. He stated that the matter cannot be discussed, it is a personnel matter and for him to take it up with the president of his Union. Mr. Sciandra thanked him and said there has been a lot of discussion about it and they appreciated everyone's hard work and the job they are doing. Mr. Waters thanked the board.

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