

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
November 23, 2021

PRESENT:

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

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

ABSENT:

DENNIS DRISCOLL, ASST. TREASURER
JOSEPH PADAVAN, MEMBER
GARY POLAKOSKI, MEMBER

ADMINISTRATIVE STAFF:

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

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. Bindus, Mr. Cefalo, Dr. Kepner, Ms. Villano, Mr. Young and Mr. Sciandra.

3. Public Comment: None.

4. Approval of Minutes: Board Chairman, Mr. Sciandra asked for approval of the board minutes from the October 26th, 2021 meeting. A motion was made by Ms. Villano and seconded by Mr. Cefalo. 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. Young. Motion carried with a roll call vote of the board.

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra said Mr. Fiume will be attending the County Council meeting to get the initial additional funds so that we can begin our project.

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 4:52 p.m. He said that Mr. Fiume and Mr. Horton updated the board on certain personnel matters and any final determinations to be made will be presented at the formal meeting of the board. He stated that he and Atty. Carmody updated the board on matters that pertain to litigation. Atty. Blazosek added that Mr. Lisman discussed some healthcare issues which were personnel in nature however no decisions were made.

8. Executive Directors Report:

Mr. Fiume said ridership for Fixed Route is at 64%, pre-covid and it jumped to 68% when we offered the free rides back in October. He added that Shared Ride is at 70%, a little better than the previous month.

Mr. Fiume stated we are doing some promotions and are working on getting Penguins tickets to give out. He said we have done some travel training for the Hanover Area life skills class. Mr. Fiume said LCTA had a presence at the terminal on Veterans Day, giving free rides to Veterans, pins and they were able to get a free lunch at a local establishment. He noted there is a performance review with PennDOT on December 7 & 8th. Mr. Fiume said we are getting some upgrades to our garage regarding CNG through PennDOT; which will include moving the lights, improved ventilation, automatic door openers and new alarms; hopefully starting in January. He explained that we are going to switch data plans regarding the new phone system at no additional cost to us and we are investing in software to help us with cyber security at a one-time cost of \$3,000.

Motion to approve the Luzerne Intermediate Unit Contract. A motion was made by Mr. Cefalo and seconded by Mr. Bindus. Motion carried with a roll call vote of the board.

Motion to approve the Amendment to agreement for professional services with Rockland Consulting. A motion was made by Ms. Villano and seconded by Mr. Bindus. Motion carried with a roll call vote of the board.

The next two item were approved in one motion:

Motion to approve the hire of two additional full time, Fixed Route Operators as needed.

Motion to approve the hire of two additional full time, Shared Ride Operators as needed. A motion was made by Mr. Bindus and seconded by Mr. Young. Motion carried with a roll call vote of the board.

Motion to approve the Healthcare Plan for 2022, pending confirmation of the rate quote with Highmark. A motion was made by Ms. Villano and seconded by Mr. Cefalo. Motion carried with a roll call vote of the board.

9. Committees:

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

Dr. Kepner said there was nothing to report for ridership but expected we would have a meeting next month.

Operations/Safety Committee- Tom Bindus, Chairperson

Mr. Bindus said he spoke with Mr. Horton and Mr. Fiume and they were unable to get enough drivers to have a meeting. He said they all agreed that we need to have some safety protocols, especially regarding an active shooter. Mr. Bindus stated that during the beginning of next year Homeland Security is going to come in for a meeting along with some local officials. He questioned whether or not we received a CNG safety kit. Mr. Fiume said no but explained the upgrades coming to the garage.

Strategic Planning Committee- Michael Cefalo, Chairperson

Mr. Cefalo said they opened up the data room for Mr. Fiume so he could look at all the information collected for the SWOT analysis. He said the next big step is to get this underway and with a big project on our books, we would be changing our strategic planning going forward.

Health and Pension Committee- Lynette Villano, Chairperson

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

Personnel Committee- Joe Padavan, Chairperson

Mr. Padavan was absent from the meeting.

Budget Committee- Dr. Valerie Kepner, Chairperson

Dr. Kepner did not have a report.

10. Old Business: None.

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