

LUZERNE COUNTY TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING  
December 21, 2021

PRESENT:

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

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

ABSENT:

CHARLES SCIANDRA, CHAIRMAN  
GARY POLAKOSKI, MEMBER

ADMINISTRATIVE STAFF:

ROBERT FIUME, EXECUTIVE DIRECTOR  
LEE HORTON, ASSISTANT EXECUTIVE DIRECTOR  
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.  
VINCE COVIELLO, DIRECTOR OF MAINTENANCE  
RANDY LISMAN, FINANCE DIRECTOR  
TRACY KLINE, ACCOUNTING ASSISTANT

OTHERS:

NONE

**1. Pledge of Allegiance:** Board Vice-Chairman, Mr. Cefalo, 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, Mr. Driscoll, Dr. Kepner, Mr. Padavan, Ms. Villano and Mr. Young.

**3. Public Comment:** None.

**4. Approval of Minutes:** Board Vice-Chairman, Mr. Cefalo asked for approval of the board minutes from the November 23<sup>rd</sup>, 2021 meeting. A motion was made by Mr. Padavan and seconded by Mr. Driscoll. Motion carried.

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

Dr. Kepner said the financials were not available at this time due to Mr. Lisman's workload.

**6. Chairperson's Report: Mr. Charles Sciandra**

Mr. Sciandra was absent from the meeting.

**7. Solicitor's Report: Attorney Joseph Blazosek**

Atty. Blazosek noted for the record that there was an executive session from 4:09 p.m. until approximately 4:40 p.m. He said during that time the board received updates on projected staffing needs and some positions that are under consideration. He added that members were updated on the efforts being made to arrive at a new contract with Teamsters Local 401, which represents our Shared Ride division. Atty. Blazosek stated that the Murray Project, as it applies to finalizing a value for the acquisition of the property, was also discussed. He said there would be more to come at future meetings.

**8. Executive Directors Report:**

Mr. Fiume said that ridership for Fixed Route is at 60% of where we were pre-covid and Shared Ride is at 70% pre-covid. He said we are going to be doing some more advertising and looking at routes after the new year to see where we can improve. He commented that the Title 6 program has been approved by the FTA. Mr. Fiume also mentioned that we had our PennDOT performance review and we are waiting for a report sometime in January, which will be shared with the board.

Motion to approve the renewal of Joyce Insurance Group Property and Liability Insurance Package.

Mr. Cefalo said this includes Cyber Security and Terrorism coverage as well. A motion was made by Ms. Villano and seconded by Mr. Driscoll. 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 is a ridership forum open to the public tomorrow afternoon at 3 p.m. She said it is held at LCTA but you could also call in virtually.

**Operations/Safety Committee-** Tom Bindus, Chairperson

Mr. Bindus said there was no meeting this month but we are planning one on January 11<sup>th</sup>.

**Strategic Planning Committee-** Michael Cefalo, Chairperson

Mr. Cefalo said that he and Mr. Fiume would get together after the 1<sup>st</sup> of the year. He said now we are past our county match and are well on our way with the new building. He mentioned there will be some strategic planning activities in January 2022.

**Health and Pension Committee-** Lynette Villano, Chairperson

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

**Personnel Committee-** Joe Padavan, Chairperson

Mr. Padavan said we have been working on hiring an HR Director and have had interviews. He added that it would go to the personnel committee in early January and hopefully we can decide on someone.

He said we also looking to put out information on hiring a Shared Ride Director. He stated that we are working on the Shared Ride contract, things are going well, and hopefully it would be complete sometime in January. He mentioned that we are trying to hire part-time ATU and Teamsters drivers and at the intermodal.

**Budget Committee-** Dr. Valerie Kepner, Chairperson  
Dr. Kepner did not have a report at this time.

**10. Old Business:** Mr. Cefalo gave kudos to everyone who was involved in the ground breaking. Mr. Fiume said construction is planned to begin at the end of January.

**11. New Business:** No new business was discussed.

**12. Remarks:** Atty. Blazosek said we are obligated to have an annual meeting in January which must be held within the first two calendar weeks. He said everyone could check their calendars and let Mr. Fiume know what works best. He stated the meeting would be for re-organization and possibly one or two agenda items.

Mr. Cefalo asked who has the obligation to renew our Charter. Atty. Blazosek said the County Council has to act on it. Ms. Villano confirmed it would have to be done by October.

**13. Adjournment:** With all business completed, Mr. Padavan made a motion to adjourn, seconded by Mr. Driscoll. Motion carried.

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board