

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
MARCH 22, 2022

PRESENT:

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

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

ABSENT:

NONE

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
DENISSE BATISTA, HUMAN RESOURCES DIRECTOR
TRACY KLINE, ACCOUNTING ASSISTANT
KATHY BEDNAREK, GRANTS COORDINATOR

OTHERS:

JOSEPH ALICIENE, AUDITOR
TOBY FAUVER, CONSULTANT (By Phone)
PAUL JASON, BUS OPERATOR

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, Mr. Driscoll, Dr. Kepner, Mr. Padavan, Mr. Polakoski, Ms. Villano, Mr. Young and Mr. Sciandra.

Mr. Sciandra and the LCTA Board acknowledged Lester Lipinski and his 50 years of driving bus for LCTA. He presented Mr. Lipinski with a plaque and said that he is a credit to the organization. Mr. Lipinski commented that he started with Wilkes-Barre Transit and after the flood the Authority was formed.

Mr. Sciandra stated the number one rule is satisfying the customer and that is what Mr. Lipinski did. Dr. Kepner said that she rode Mr. Lipinski's bus in the past and heard he had a spotless safety record.

3. Public Comment: None.

4. Approval of Minutes: Board Chairman, Mr. Sciandra asked for approval of the board minutes from February 22nd, 2022. A motion was made by Ms. Villano and seconded by Mr. Driscoll. Motion carried.

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

Dr. Kepner made a motion to accept the treasurer's report, pending audit. Mr. Sciandra added that we had a presentation on the audit that we passed with flying colors and it was an excellent job. The motion was seconded by Mr. Bindus. Motion carried with a roll call vote of the board.

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra explained we would be looking for a marketing person that could continue to work externally and internally to improve our public relations.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:30 p.m. until approximately 5:05 p.m. He said during that time Mr. Fiume updated the board on future staffing needs and personnel matters but no decisions were made. Atty. Blazosek stated that real estate matters pertaining to the Murray Project and the ongoing litigation were also discussed.

8. Executive Directors Report:

Mr. Fiume said we are trying to do some more public outreach and marketing for ridership considering the high gas prices. He said our ridership for Fixed Route is at 58% and Shared Ride is at 74% which falls in line across the state. He said we discussed opening up the transit center for tickets and are looking for some part-time customer service representatives.

The following motions were presented by Mr. Fiume:

Motion to accept the audit presented by Joseph Aliciene & Co. A motion was made by Mr. Padavan and seconded by Mr. Bindus. Motion carried with a roll call vote of the board.

Motion to approve the contract with L.C.C.C. A motion was made by Mr. Young and seconded by Mr. Driscoll. Motion carried with a roll call vote of the board.

Motion to approve the Worker's Compensation insurance renewal. A motion was made by Ms. Villano and seconded by Dr. Kepner. Motion carried with a roll call vote of the board.

Motion to approve the Flood Insurance renewal policy. A motion was made by Dr. Kepner and seconded by Mr. Padavan. Motion carried with a roll call vote of the board.

Motion to approve the Geisinger Managed Care Organizations (MCO) contract. Mr. Fiume stated that this is a renewal with an extension for medical visits and other visits with Geisinger working through

Susquehanna Regional Transportation Authority. A motion was made by Mr. Bindus and seconded by Ms. Villano. Motion carried with a roll call vote of the board.

Motion to approve the Modeshift Automated Fare Collection System contract. Mr. Roselle said it is for automated fare collection using a contactless card that works with the existing farebox. He commented they saw a demo on it and there are other agencies in PA that have had success with it.

He said it will be much better for the client with more paying options.

Mr. Sciandra asked if cash would still be accepted and Mr. Roselle said all of the existing methods will still be available, including cash. Mr. Sciandra asked if the company has any methods to market the card. Mr. Roselle said he would reach out to SCTA and we can possibly mimic what they did.

Atty. Blazosek explained that we are only getting the hardware/software package from the company and are free to market any way we want. Mr. Roselle said these are just the first steps in getting it set up and there are many options. A motion was made by Mr. Polakoski and seconded by Mr. Driscoll. Motion carried with a roll call vote of the board.

Motion to approve the recommendation of the Personnel Committee for the Director of Shared Ride Services, pending Background Check and Drug and Alcohol results. Mr. Padavan said that Dave Kotyk is our choice. A motion was made by Mr. Padavan and seconded by Ms. Villano. Motion carried with a roll call vote of the board. Mr. Sciandra congratulated Mr. Kotyk.

Motion to approve the recommendation of the Personnel Committee for the Safety, Security and Training Manager, pending Background Check and Drug and Alcohol results. Mr. Padavan made a motion to table this until the next meeting. The motion was 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 was a meeting last week and we are holding meetings every other month. She stated that there is one person that faithfully attends the meetings however it would be nice if there were more riders attending. Dr. Kepner said that a student of hers was unaware of the student discounted pass rate and it would be good to reach out to the colleges.

Mr. Sciandra inquired whether or not Wilkes-Barre Area bought 2,000 passes as the superintendent proposed. Mr. Horton said they did purchase passes but not as many as 2,000. Mr. Polakoski commented that the school had passes left over from COVID and asked about ridership.

Mr. Roselle said the buses were packed and they had to send them back around again.

Mr. Horton said it was an ordeal at first but then we had someone from the school at the bus stop to prevent students from rushing to the buses. Mr. Sciandra asked if there have been any discipline problems to which Mr. Horton replied no. Mr. Roselle said they all wear their masks.

Operations/Safety Committee- Tom Bindus, Chairperson

Mr. Bindus said there was a meeting with Homeland Security on March 10th at 10:00 a.m. He said they went over security questions. He said he would be willing to come in on a Sunday to do some training. It was noted the mask mandate was extended until the 18th of April.

Strategic Planning Committee- Michael Cefalo, Chairperson

Mr. Cefalo said the goal is to have a draft out to the board before the April meeting. He stated they are now adding in the key process indicators and filling in the blanks on the tables. He said there has been two meetings with Mr. Fauver. Mr. Cefalo suggested getting it out in front of everybody and then figure out a time to sit down and do a page turn.

Personnel Committee- Joe Padavan, Chairperson

Mr. Padavan said we are looking to hire full-time, part-time and management positions. He explained the Marketing Director will be an important hire and we are hoping to move forward.

10. Old Business: Mr. Fiume said they now have temporary electricity at the building site.

11. New Business: Mr. Polakoski asked when we bid the fuel and if PennDOT would be increasing funding. Mr. Fiume said the bid was in June and we did recently receive a 14.5% increase in funding. Mr. Coviello said that with the new buses our fleet will be 50% CNG buses. He added that they drive to Dupont to fuel buses every night and the CNG buses are running well. Mr. Polakoski confirmed the price is per gallon and we use 40,000 gallons. Mr. Fiume commented that we do not have to bid again until November and the current price is locked in. Mr. Lisman said we were at \$1.30 per gallon and now it is \$1.92.

12. Remarks: Dr. Kepner said she will be moving to Shickshinny, which is out of the bus system, however she will still be a bus rider at heart and do her best for the bus riders.

Mr. Sciandra said he spoke with members of council and they are seeing and hearing positive things about LCTA. Mr. Sciandra added that we have a strong board and strong leadership and it's beginning to show.

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

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board