

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
AUGUST 23, 2022

PRESENT:

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

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

ABSENT:

JOSEPH PADAVAN, MEMBER

ADMINISTRATIVE STAFF:

ROBERT FIUME, EXECUTIVE DIRECTOR
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.
RANDY LISMAN, FINANCE DIRECTOR
DENISSE BATISTA, HUMAN RESOURCES DIRECTOR
DAVID KOTYK, DIRECTOR OF SHARED RIDE
TRACY KLINE, ACCOUNTING MANAGER
KATHY BEDNAREK, GRANTS COORDINATOR
CHARLIE LI, DISPATCHER

OTHERS:

KEVIN MCGEE, BUS OPERATOR, UNION PRESIDENT
PAUL JASON, BUS OPERATOR
GRETCHEN WINTERMANTEL, DIRECTOR OF MARKETING AND COMMUNICATIONS

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. Polakoski, 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 July 21st, 2022. A motion was made by Mr. Driscoll and seconded by Ms. Villano. 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 commented that Mr. Lisman did an exceptional job on the financials and reports. The motion was seconded by Mr. Cefalo and Mr. Driscoll. Motion carried with a roll call vote of the board.

6. Chairperson's Report: Mr. Charles Sciandra

Mr. Sciandra said last week that he, Mr. Cefalo and Mr. Fiume went to County Council and Mr. Cefalo presented the Strategic Plan, and added that he did an exceptional job. He said they discussed the 50th Anniversary and noted we will be using the 50th Anniversary logo for one year. Mr. Sciandra mentioned they also had some future direction regarding potential partnerships or consolidations with Hazleton.

7. Solicitor's Report: Attorney

Atty. Blazosek noted for the record that there was an executive session from 4:10 p.m. until approximately 4:55 p.m. He said during the session the board was updated on personnel matters. He stated there were discussions but no final decisions were made and any actions taken will be at tonight's meeting or at future meetings.

8. Executive Directors Report:

Mr. Fiume said that Fixed Route ridership is in the high 60's percentile and Shared Ride is near 80%. He stated that we are planning activities for the 50th Anniversary which will begin in October and last for a year. He said that Modeshift will be implemented in late September. Mr. Fiume mentioned that we have received a few new fixed route buses and we have an order in for Shared Ride vehicles, which he hoped to receive in about a month. He explained that RKL will be doing our financial audit this year, they met with finance, and are setting everything up to move forward.

Mr. Fiume presented the following motions:

Motion to approve the changing of the Market and Advertising Manager position to Director of Marketing and Communications. A motion was made by Ms. Villano and seconded by Mr. Cefalo. Motion carried with a roll call vote of the board.

Motion to approve the Director of Marketing and Communications position be filled with the recommendation of the Personnel Committee, Gretchen Wintermantel. A motion was made by Mr. Cefalo and seconded by Mr. Driscoll. Motion carried with a roll call vote of the board.

Motion to approve the Operations Manager position be filled with the recommendation of the Personnel Committee, Wayne Kravitz. 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 Malady and Wooten as consultants. A motion was made by Ms. Villano and seconded by Mr. Driscoll. Motion carried with a roll call vote of the board.

Motion to approve the adding of two additional fixed route drivers. 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 additional Badge Reader at the Intermodal to Hillman Security & Fire Technologies at a cost of \$3,825.00 for installation plus a \$15.95 per month software license fee. A motion was made by Ms. Villano and seconded by Mr. Polakoski. Motion carried with a roll call vote of the board.

9. Committees:

Public Transit Ridership Forum Committee- Valerie Kepner, Chairperson

Dr. Kepner did not have a report at this time and said the committee will meet next month.

Operations/Safety Committee- Tom Bindus, Chairperson

Mr. Bindus said they did not have a meeting but hoped to have one in October, possibly with active shooter training and another walk through. Mr. Sciandra said they may want to have Mr. Driscoll help with it.

Strategic Planning Committee- Michael Cefalo, Chairperson

Mr. Cefalo thanked Atty. Blazosek for getting a memorandum out subsequent to their meeting with County Council. He also said the Strategic Plan was well received by County Council.

Personnel Committee- Joe Padavan, Chairperson

Mr. Padavan was absent from the meeting.

10. Old Business: No old business was discussed.

11. New Business: None

12. Remarks: No remarks were made.

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

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board