

LUZERNE COUNTY TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING  
FEBRUARY 28, 2023

PRESENT:

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

ATTORNEY JOSEPH BLAZOSEK, SOLICITOR

ABSENT:

TOM BINDUS, MEMBER

ADMINISTRATIVE STAFF:

ROBERT FIUME, EXECUTIVE DIRECTOR  
LEE HORTON, ASSISTANT EXECUTIVE DIRECTOR  
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.  
RANDY LISMAN, FINANCE DIRECTOR  
VINCE COVIELLO, MAINTENANCE DIRECTOR  
DEBBIE DENNIS, SHARED RIDE DIRECTOR  
GINO MARRIGGI, OPERATIONS DIRECTOR  
WAYNE KRAVITZ, OPERATIONS MANAGER  
TRACY KLINE, ACCOUNTING MANAGER  
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. Cefalo, Mr. Driscoll, Dr. Kepner, Mr. Padavan, 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 the

January 24<sup>th</sup>, 2023 meeting. A motion was made by Mr. Young 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. All members present voted yes; motion carried.

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

Mr. Sciandra mentioned there has been a lot of discussion, which included Dr. Kepner and our consultant, Toby Fauver, on improving customer service. He added that we will be hearing about it over the next couple months as we improve our service.

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

Atty. Blazosek noted for the record that there was an executive session from 4:27 p.m. until approximately 5:08 p.m. He said during that time the board was updated on personnel and litigation matters. Atty. Blazosek mentioned that no matters that would require a public vote were taken.

**8. Executive Directors Report:**

Mr. Fiume said construction continues at the Murray Site and we are still on schedule for some time in February of next year for completion. He said the Modeshift that we implemented is doing well and we have more riders using our new App and the cards. Mr. Fiume stated that we are in the Pittston Parade on March 4<sup>th</sup>, this Saturday and will be featuring a bus and a van in the Irish parade. He explained that we have a partnership, Arts in Transit, with the Sordoni Art Gallery. He said we are going to be putting some Arts in Transit on a couple of our shelters and expand to some other areas.

Mr. Sciandra commented that everyone should see the pictures of the bus for the parade, adding that it looks wonderful.

Mr. Fiume presented the following motions:

Motion to approve the change orders for the new building. A motion was made by Mr. Padavan and seconded by Mr. Polakoski. All members present voted yes; motion carried.

Motion to approve the proposed changes to administrative employee's handbook regarding vacation time. A motion was made by Mr. Young and seconded by Mr. Cefalo. All members present voted yes; motion carried.

**9. Committees:**

**Public Transit Ridership Forum Committee- Valerie Kepner, Chairperson**

Dr. Kepner said the Ridership Committee met this month. She explained that in the future, we are thinking about having a customer service committee made of board members and management staff but then having a citizen's advisory committee in place of the ridership committee. She felt it would be a move for the better.

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

Mr. Bindus was absent from the meeting. Mr. Horton commented that Mr. Marriggi facilitated the training for the 5% return on the Workers Compensation as the annual training that the safety committee has to do.

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

Mr. Cefalo said that the kick off of the route optimization study and the Microtransit study, one of the big goals and objectives in the strategic plan, will be happening shortly. He said they will work closely with Dr. Kepner and her group. Mr. Cefalo explained that as the goals and objectives change on ridership and customer service, they will be sure to create an addendum to the current strategic plan, then get it in front of the board for approval.

**Personnel Committee-** Joe Padavan, Chairperson

Mr. Padavan said we are looking for some part-time fixed route drivers and two mechanics in order to reduce the overtime. He commented that we are doing better over at Shared Ride since we raised the rates.

**10. Old Business:** No old business was discussed.

**11. New Business:** Dr. Kepner mentioned that at King's College, if you work 5, 10 or 15 years, you get a pin and referred to the work anniversaries listed on back of the newsletter; thinking we could do something to note an employee's anniversary.

**12. Remarks:** Mr. Sciandra said our Marketing Director, Ms. Wintermantel, did a wonderful job on the newsletter noting that a lot of hard work went into it.

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

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board