

LUZERNE COUNTY TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING
MARCH 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
TOM BINDUS, MEMBER
JOSEPH PADAVAN, MEMBER
GARY POLAKOSKI, MEMBER

ATTORNEY JOSEPH BLAZOSEK, SOLICITOR

ABSENT:

NONE

ADMINISTRATIVE STAFF:

ROBERT FIUME, EXECUTIVE DIRECTOR
JOE ROSELLE, DIRECTOR ADMINISTRATIVE SERVICES/I.T.
RANDY LISMAN, FINANCE DIRECTOR
VINCE COVIELLO, MAINTENANCE DIRECTOR
GINO MARRIGGI, OPERATIONS DIRECTOR
WAYNE KRAVITZ, OPERATIONS MANAGER
TRACY KLINE, ACCOUNTING MANAGER
FRANK KNOREK, COMPLIANCE ANALYST
GRETCHEN WINTERMANTEL, MARKETING DIRECTOR

OTHERS:

NONE

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.

3. Public Comment: None.

4. Approval of Minutes: Board Chairman, Mr. Sciandra asked for approval of the board minutes from the

February 28th, 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 said that everyone did a great job with the parades, the decorating was exceptional and there was some good comradery.

7. Solicitor's Report: Attorney Joseph Blazosek

Atty. Blazosek noted for the record that there was an executive session from 4:20 p.m. until approximately 4:55 p.m. He said during that time the board was updated on personnel and litigation matters. Atty. Blazosek mentioned that no final decisions were made and any votes that need to be taken will be done at the public meeting.

8. Executive Directors Report:

Mr. Fiume said the Transit Development Plan process kicked off about two weeks ago. He said the new construction at the Murray Site is on schedule, adding that it is an amazing facility. Mr. Fiume stated that we are looking at tweaking some routes until the TDP is put into place. He mentioned that he and Mr. Lisman will be meeting with our advertisers tomorrow to discuss their contract. He said we will be putting an RFP out for auditing services soon. Mr. Fiume explained we are on track submitting our application for our state funding and hopefully the board will approve the local match resolution.

Mr. Fiume presented the following motions:

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

Motion to approve the Resolution for COA Local Match in the amount of \$790,575.00. A motion was made by Mr. Young and seconded by Dr. Kepner. All members present voted yes; motion carried.

Motion to approve the electric contract with UGI. A motion was made by Mr. Cefalo and seconded by Mr. Driscoll. All members present voted yes; motion carried.

Motion to approve the renewals for Worker's Comp and Flood Insurance. A motion was made by Mr. Young and seconded by Mr. Bindus. All members present voted yes; motion carried.

Motion to allow LCTA management to enter into a contract with a flagger service if necessary. A motion was made by Mr. Driscoll and seconded by Mr. Padavan. All members present voted yes; motion carried.

9. Committees:

Public Transit Ridership Forum Committee- Valerie Kepner, Chairperson

Dr. Kepner said she and Mr. Fiume and other LCTA employees met with Mr. Fauver last week. She said much of the discussion centered around how to eliminate the number of bus drivers that are leaving time points early. Dr. Kepner said that it is not acceptable as riders need to know the time points are solid. She explained this would address the number of complaints stating the bus passed me by or never came adding that Mr. Fauver is working on it.

Mr. Sciandra asked how we are doing on the marketing aspect of it. Mr. Fiume said there is a meeting set up on April 4th which includes our Marketing Director, Ms. Wintermantel.

Operations/Safety Committee- Tom Bindus, Chairperson

Mr. Bindus said he would talk with Mr. Horton and Mr. Marriggi about scheduling an annual fire drill. Mr. Sciandra asked about active shooter training. Mr. Bindus said that homeland security came in and presented different scenarios. Mr. Sciandra asked if our new two-way radios are tied in with the county. Mr. Marriggi said they are not; it is a different frequency. Mr. Sciandra asked what recourse a driver has if there was issue. Mr. Marriggi explained that we have certain protocols in place if there was a situation. Mr. Bindus said they met with the state police and they were here for four hours.

Strategic Planning Committee- Michael Cefalo, Chairperson

Mr. Cefalo did not have a report at this time.

Personnel Committee- Joe Padavan, Chairperson

Mr. Padavan said it has been quiet with Ms. Batista off but Mr. Fiume and Mr. Lisman have been handling things. He said over the last year we have hired eight more drivers at Shared Ride and a couple of mechanics. He added there will definitely be a personnel meeting in the middle of April.

Mr. Lisman said we are currently interviewing people for Shared Ride and has interviews scheduled on Friday. He commented that Ms. Kline does a lot with human resources when Ms. Batista is not here and he does not want that to go unnoticed. He said there is a lot of benefit stuff and Ms. Kline has been here for years and people trust and rely on her. Mr. Lisman said that he does some of it but Ms. Kline handles a lot of the load and did not want to ignore that.

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. Cefalo made a motion to adjourn, seconded by Mr. Driscoll. Motion carried.

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board