

LUZERNE COUNTY TRANSPORTATION AUTHORITY  
BOARD OF DIRECTORS MEETING  
May 24, 2023

PRESENT:

CHARLES SCIANDRA, CHAIRMAN  
MICHAEL CEFALO, VICE-CHAIRMAN  
VALERIE KEPNER, PH.D., TREASURER  
LYNETTE VILLANO, SECRETARY  
DENNIS DRISCOLL, ASST. SECRETARY  
JOSEPH PADAVAN, MEMBER

ATTORNEY MATTHEW CARMODY, ASST. SOLICITOR

ABSENT:

JOHN YOUNG, ASST. TREASURER  
TOM BINDUS, MEMBER  
GARY POLAKOSKI, 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  
GINO MARRIGGI, OPERATIONS DIRECTOR  
WAYNE KRAVITZ, OPERATIONS MANAGER  
DEBBIE DENNIS, SHARED RIDE DIRECTOR  
TRACY KLINE, ACCOUNTING MANAGER  
FRANK KNOREK, COMPLIANCE ANALYST  
GRETCHEN WINTERMANTEL, MARKETING DIRECTOR

OTHERS:

JIM DURLAND, MEMBER OF THE PUBLIC  
MARY CEASE, MEMBER OF THE PUBLIC

**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, Ms. Villano and Mr. Sciandra.

**3. Public Comment:** Mary Cease said that they are in desperate need of transportation at the facility she lives in. She said they are disabled and elderly seniors. Ms. Cease stated that as it stands now you have to walk all the way down Pierce Street and cross the street to get a bus into Wilkes-Barre. She said they would like to have transportation right at the facility and the Luzerne County Housing Authority is

backing her up as well. Ms. Cease explained that a lot of them do not have vehicles and they would like to go to events held around the area. Mr. Fiume said that he spoke with Joe Roselle and that we are in the process of taking care of it, explaining he would get back to her. He said we would get down to the center to educate the riders and the schedule would be changed.

**4. Approval of Minutes:** Board Chairman, Mr. Sciandra asked for approval of the board minutes from the April 26<sup>th</sup>, 2023 meeting. 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. The motion was seconded by Mr. Cefalo. All members present voted yes; motion carried.

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

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

**7. Solicitor's Report: Attorney Matthew Carmody**

Atty. Carmody noted for the record that there was an executive session from 4:20 p.m. until approximately 4:56 p.m. He said during that time they discussed personnel matters. Atty. Carmody mentioned that no official decisions were made and no votes were taken.

**8. Executive Directors Report:**

Mr. Fiume said the Shared Ride ridership is at 76%, Fixed Route is 67% which climbed a little, adding that we are in a good spot compared statewide. He commented that he thought the Modeshift was helping us. Mr. Fiume said Transit Development Plan is moving forward and they would be coming here in June to do a visionary workshop with the staff and address the board in a work session prior to the meeting in June. He said the building is moving forward. Mr. Fiume mentioned the rider appreciation days and that we had a lot of social media traffic, our passengers really enjoyed the Facebook contest and we got media coverage with the news stations and newspapers. He explained there was staff down at the Intermodal playing trivia games and handing out prizes and he rode buses along with other staff on May 5<sup>th</sup>. He said it was positive reaction with the passengers a good outreach for us. He explained that Ms. Wintermantel, Ms. Dennis and Ms. Bednarek did some travel trainings at LCCC, with LIU students and at several other locations. Mr. Fiume stated we had presence at some career fairs and also attended a variety of other events. He said we have been getting out in the community and the outreach is starting to kick in for us.

Mr. Fiume presented the following motions:

The next four motions were approved together:

Motion to approve the change order GC #19 for the new building. Mr. Fiume explained this is for \$806,208.00 with Quandel and it is due to the unsuitable soil conditions.

Motion to approve the change order GC #20 for the new building. Mr. Fiume said this is for \$149,149.15 with Quandel for changes made in order to conform with Buy America.

Motion to approve the change order MC #2 for the new building. Mr. Fiume stated that this is with Hosler Group with no increase in cost, it is a time extension.

Motion to approve the change order EC #3 for the new building. Mr. Fiume explained that this is also only a time extension change order with Walsh Electric.

A motion was made by Mr. Driscoll and seconded by Mr. Padavan. All members present voted yes; motion carried.

Motion to approve the Area Agency on Aging Contract for Luzerne/Wyoming Counties. A motion was made by Mr. Cefalo and seconded by Ms. Villano. All members present voted yes; motion carried.

Motion to approve the Avail IVR System. A motion was made by Mr. Driscoll and seconded by Mr. Padavan. All members present voted yes; motion carried.

Motion to approve the Right of Entry Agreement for Bus Amenity with Aldi, Inc., Pierce and Third Ave., Kingston, PA. A motion was made by Ms. Villano and seconded by Mr. Cefalo. All members present voted yes; motion carried.

Motion to approve the 2023 LCTA PTASP Safety Goals. A motion was made by Mr. Driscoll and seconded by Mr. Cefalo. All members present voted yes; motion carried.

Motion to approve 1-year extension of Vector Media Contract. A motion was made by Mr. Driscoll and seconded by Ms. Villano. All members present voted yes; motion carried.

## **9. Committees:**

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

Dr. Kepner said there is active surveying of riders and non-riders happening now. Mr. Fiume said they are doing surveys in conjunction with the TDP and were recently at the Fine Arts Fiesta. Dr. Kepner said the survey is on Facebook if anyone wanted to fill it out. She stated she is trying to set something up with Mr. Fauver in the near future.

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

Mr. Bindus was absent from the meeting.

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

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

### **Personnel Committee-** Joe Padavan, Chairperson

Mr. Padavan said we are hiring all the time at both locations. He added that they have done some training and everything is going well.

**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 Mr. Cefalo. Motion carried.

Respectfully Submitted,

BY: Tracy Kline, Secretary to the Board