

**MONONGALIA COUNTY URBAN MASS TRANSPORTATION AUTHORITY**

**BOARD OF DIRECTORS MEETING**

**FEBRUARY 14, 2001**

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**AUTHORITY MEMBERS PRESENT:**

Bob Roberts

Larry Calemine

John Spears

Jenny Dinsmore

Sandy Holepit

Bruce Gilbert

Frank Scafella

**OTHER PERSONELL PRESENT:**

David Bruffy

Wayne Pifer

Sheila M. Wolfe

David Beckner

**CALL TO ORDER:**

**The Transit Board Meeting was called to order at 12:05 p.m.**

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**READING AND APPROVAL OF MINUTES:**

**Jenny Dinsmore Made a Motion to approve the January 2001 minutes. Larry Calemine seconded the Motion.**

**For: All Present and Voting Opposed: None**

**A. Revision of December 13, 2000 Minutes (Executive Session for Personnel Matters.)**

The General Manager requested an editorial amendment to the December minutes because there was no reason stated for the Executive Session.

**Jenny Dinsmore Made a Motion to amend the December minutes with the reason for Executive Session being to discuss Personnel Matters. Frank Scafella seconded the Motion.**

**For: All Present and Voting Opposed: None**

**COMMITTEE REPORTS:**

There were no Committee reports.

**GENERAL CORRESPONDENCE:**

The General Manger stated that there was none to be discussed at this time.

**FINANCIAL REPORT: (JANUARY 2001)**

Jenny Dinsmore questioned why the liability insurance line was over budget? She asked if enough funds had been budgeted?

The General Manager stated that we added new buses, and that the premium had been adjusted. He also clarified that the premium amounts paid to date were for coverage through June 30, 2001.

**Jenny Dinsmore Made a Motion to accept the Financial Report. Frank Scafella seconded the Motion.**

**For: All Present and Voting Opposed: None**

**DRIVER OF THE MONTH PRESENTATION:**

The Board announced the Authority's January "Driver of the Month", Mr. Don Cummings. The Board also recognized Clyde Lowe, Jim Huffman, Curtis Jenkins, and John Hemerick for outstanding performance in the month of January 2001.

**OPPORTUNITY FOR PUBLIC COMMENTS:**

**Bob Brock:** Thanked the General Manger for giving him route maps and other information. He also made a request for the public to give the Transit Authority Board time to review the ADA report before asking for a meeting to discuss the changes that will be made. The public also needs to allow time for the changes to be made. He also asks that a large map be placed in the conference room for future reference.

**Rick Patton:** Stated when a new route is established the Transit Authority Board should vote on what the fare will be and what passes will be accepted for the route.

**Doris McCloskey:** Stated she is retired and lives a Chestnut Hill Apartments. She said that she didn't have an opportunity to read the report and does not know if the issues that she has were addressed in the report. She doesn't like the fact that the Gold Line doesn't go down High Street on the way to town. Then she has trouble catching a bus back home from downtown. She doesn't like the idea that once she gets back to the Health Department she has to ride round trip on the Gold Line when Chestnut Hills Apartments are in site from the Health Department where she starts her round trip at. Blue and Gold to the depot needs to be more compatible with the mall buses. Schedules need to be more understandable and in larger print. She feels schedule changes were made without taking Senior Citizens into consideration.

**Unknown Lady:** Made a suggestion that all Transit Authority Board Members, Administration, Supervisors, and Bus Drivers be put in the same situation that handicapped, wheelchair, and elderly are in, as far as their disabilities. Send them out to ride the routes and make the transfers that some of these people have to.

**Carol Weedfall:** She says she crosses University Avenue to the depot to catch the Southside bus. When she misses the bus uptown, she will have to wait an hour before the next bus comes.

**Liz Miranov:** Stated that at one time the handicapped and the elderly had three forms of Transportation available to them: Monongalia Alternate Transit, ACT Bus (which was jointly funded by City and University), and the WVU Courtesy Van. They are all gone now. She also said that the Transit Authority Board Members ride the bus. She suggested a special fee for Senior Citizens. She suggested putting a small office a Morgantown City Hall so that a MAT bus can be put back on. Also volunteered eight hours a week to answer the phone and set up scheduled rides.

**Genva Johns:** Stated that she doesn't like having to cross University Avenue. She said that this is required in order to catch the Green Line Mountaineer Mall bus. She stated that on January 16 it took her 7 buses and 5 fares (\$3.75) to get everything done and back home.

She ask which way the Grafton Bus went after it left Eddies Tire, and does it always go to Charles and Richwood?

**David Bruffy:** Stated that if the Grafton van is not requested to go a certain way, then it does not go back to town in any specific way.

**Steve Buchanon:** Stated that it took an extra 40 minutes for Rowena Damron and himself to get back from the mall. He requested that the MAT Bus be put back on. He doesn't like making other passengers late.

**Alice Ball:** Stated that she would like to have the Sabarton Mall bus and Jerome Park bus put back on. She stated that it would help if it were every other hour. She said that without this bus it makes it too tiresome to try to go to town and so some people just stay home or ride the Kingwood Bus. She says fares have been doubled.

**Rick Patton:** Asked when the new maps would be made? Why can't the Blue and Gold go down High Street?

**Vicky Long:** Stated that she is visually impaired and used to ride the bus to college on a daily basis from Suncrest. She now lives on Richwood Avenue and to be able to get to her parents home in Suncrest it takes her an hour and a half and 3 buses to get there.

What are you going to do for the people who are visually impaired and may not be able to read the scrolls on the buses? She said that often times the visually impaired are forgotten.

**Jenny Dinsmore:** Stated that the color system was supposed to help with that. The system has to rotate the buses around all the routes. So painting the buses the color of the different routes would not help.

**Vicky Long:** Asked why the buses had to be moved around the different routes?

**Bruce Gilbert:** Stated that they had to be rotated to help keep the mileage equal among the whole fleet.

**Jenny Dinsmore:** Stated that it had been discussed to buy magnetic signs for the sides of the buses.

**Bob Roberts:** Stated that was one of the things they were going to talk about was to use some kind of a verbal message.

## OLD BUSINESS

### **A. ADA Assessment Report (Mr. Harold Jenkins of Jenkins & Quinn will be present)**

**Mr. Jenkins:** Started out by thanking everyone for their contributions to the ADA Report. He said that one of the things that have happened to the Transit Authority is that other programs have dumped extra responsibilities on to the Transit Authority. Most of the issues can be addressed and Dave Bruffy has worked on some of those while Mr. Jenkins was gathering the information for the report. He feels that

Dave Bruffy is a good General Manager who is doing what he can within the budget. There are a lot of recommendations in the report but someone has to pay for them if they are to be carried out. The main issue is that the County Commission, City Council and the Transit Authority Board work together. The County Commission and City Council help fund the Transit Authority System, so they should help by giving the Transit Authority Board some direction and step back and let the Transit Authority Board do their job. The Board can give the General Manager the plan that is to be carried out. The report didn't go into scheduling concerns, but Dave Bruffy is aware of them and is working on them. Everyone needs to start taking care of the concerns of the community.

**Larry Calemine:** The report makes a lot of general recommendations but it doesn't really go into detail how you came about making the recommendations, in regards to how it can be accomplished and the cost. Are you going to follow up with more information?

**Mr. Jenkins:** We were contracted by the State to submit a work plan. The State did not want to fund a full study. He stated the report cost less than \$10,000.

**Larry Calemine:** How did you determine that the driver didn't have enough sensitivity training? Was it when you interviewed the drivers, or was this a general recommendation?

**Mr. Jenkins:** The information came from the general public and some of the drivers said they weren't properly trained. He said that 30 minutes to hook up a wheelchair is too long.

**Jenny Dinsmore:** Asked Rowena to explain what happened when they couldn't get her wheelchair hooked up?

**Rowena Damron:** Stated that there was dirt in the track on the floor and that was why they were having trouble.

**Larry Calemine:** Stated that it actually wasn't because the driver wasn't trained.

**Mr. Bruffy:** Stated that the driver should have checked this on his Pre-Trip Inspection.

**Mr. Jenkins:** Said the Pre-Trip Inspection is not an Authority rule, but it is a Federal Law that every driver must do a Pre-Trip Inspection.

**Aspasia Proestos:** Said she was on the bus when another wheelchair person was being transported and the bus was running 20 minutes late.

**Mr. Jenkins:** The Transit Authority needs an ADA coordinator. It wouldn't be an added expense if it were someone who is already employed by the Transit Authority.

**Larry Calemine:** Asked if Mr. Jenkins had already looked at the training the drivers were already receiving?

**Mr. Jenkins:** Stated that the Transit Authority has a good training program. The training needs to be reinforced periodically. The problem is not a lack of training.

**Mr. Bruffy:** Stated that everyone receives Rider Sensitivity Training.

**Frank Scafella:** He stated that he felt that the study was written in metaphors. He asked what it meant when he said there was too many cooks in the Transit Authority kitchen. He asked Mr. Jenkins to elaborate on what the statement meant, and what could be done to address that problem?

**Mr. Jenkins:** Said that everybody is trying to run the Transit Authority System. The County Commission and City Council need to let the Transit Authority Board know what their mission is and then let them do it. After this, they shouldn't be involved in day-to-day operations. They need goals and objectives.

**Frank Scafella:** Do you see any problems with there being too many cooks in the kitchen with the Transit Authority Board?

**Mr. Jenkins:** No.

**Betty McClain:** What is the general mission of the Transit Authority Board?

**Jenny Dinsmore:** Stated that it is to provide service to as many people in Monongalia County as possible.

**John Spears:** Stated that the County Commission and City Council have got to get together and tell the Transit Authority Board exactly what the mission is and how it should proceed. This has never been done. A great deal of the policy has been determined without our elected officials.

**Mr. Jenkins:** Stated that the ones who have dropped their van services have reduced their responsibilities and put them on the Transit Authority, which is not legal. This has been done without giving the Transit Authority any additional funding.

**Bruce Gilbert:** Asked what could be done about these other agencies that have put the extra responsibility on the Transit Authority?

**Mr. Jenkins:** It all needs put together and then sent to the Federal Transit Authority.

**Doris Mc Closkey:** Stated that the only agency outside of the Transit Authority System is In Touch and Concerned and it is under funded.

**John Spears left meeting at 1:05 P.M.**

**Jenny Dinsmore:** Stated that we are over serviced and under funded. The County area had 52 vans when Mountain Line Transit consolidated and they were not coordinated then and still aren't.

**Larry Calemine:** Asked Mr. Jenkins if he thought the Transit Authority was receiving enough funding from our local funding bodies? Compared to the other Transit Systems funding it appears we are serving more people per dollar.

**Mr. Jenkins:** You are not receiving enough funding, and the Transit Authority will need a lot more funding to implement some of the recommendations in this report.

**Unknown lady:** Could the Transit Authority take a look at ways to give Senior Citizens and the Disabled discounted ride?

**Mr. Bruffy:** Stated that the West Virginia Public Transit Association is lobbying the Legislature to provide senior citizens with free public transportation.

**Frank Scafella:** You stated that the bus system is not set up to handle the need that has been put on them. Mr. Bruffy has said that we could need \$225,000 per year to keep up the service. What do you see as additional funding needed?

**Mr. Jenkins:** The Transit Authority needs to receive more funding form the State level.

**Jenny Dinsmore:** What kind of information had you gathered to base your recommendation to eliminate the Health Department Hub?

**Mr. Jenkins:** He was up there several hours and listened to the public that was riding on the bus and talked to the drivers. People said they couldn't get in and out of the weather even with the shelter up there.

**Jenny Dinsmore:** Before we put that hub up there one of the biggest complaints they had was that when they wanted to just run around Suncrest they didn't want to come downtown. The Blue and Gold Shuttle was supposed to help eliminate that problem.

**Larry Calemine:** Without Transfers it seems that they would have a longer bus ride to get to the Mall from Suncrest.

**Mr. Jenkins:** The bus that comes over from Suncrest doesn't have to be the same one that goes back. You have a public schedule and a driving schedule. The less transfers you have the better for the Transit System.

**Jenny Dinsmore:** What is considered a high rate of transfers?

**Mr. Jenkins:** 10% to 12% in a city of this size.

**Mr. Bruffy:** The way the system was set up before, with a hub at the courthouse, there were still transfers.

**Jenny Dinsmore:** I am concerned with staging the buses up town because we have 11 buses.

**Mr. Jenkins:** All 11 buses are not going to be in at the same time.

**Jenny Dinsmore:** If we take the Health Department Hub out we will have more buses in all at one time.

**Mr. Jenkins:** There will have to be modifications to anything I have recommended in this report. Most of the complaints from the general public are that they have to come to the depot to make their transfers. The County Commission indicated that they would put up shelters.

**Betty Mc Clain:** It seems to me that the system is dividing into 2 services, a basic service to the Mall's and the Hospitals, and service to all out lying areas.

**Steve Buchanon:** Asked what would be done about the deviation fees and service?

**Bob Roberts:** It is one of the things to be addressed in the work session.

**Bruce Gilbert:** Asked why we should charge more for a deviation?

**Mr. Jenkins:** When anyone receives a special service they should pay for it.

**Larry Calemine:** Is concerned that if the deviation fee is dropped then drivers will be overrun with deviations and won't be able to operate on schedule. How many transfers is the normal rider getting, and is it true that they would be making 7 transfers?

**Mr. Bruffy:** They shouldn't be making 7 transfers. If they are they need help with the riding schedule and can contact us.

**Larry Calemine made a Motion to have a work session Wednesday February 21 at 4 :00 P.M. Sandy Holepit seconded the Motion.**

**For: All Present and Voting Opposed: None**

## **B. Establishment of a Personnel Committee**

This was tabled until March 14 Board Meeting.

### **C. Review of Deviation Fares**

This was tabled until March 14 Board Meeting.

#### **NEW BUSINESS:**

Jenny Dinsmore wanted Election of Officers and Complaint Process Report for County Commission members, City Council members, and Transit Authority members put on the next months agenda. She also questioned about the Attorney General letter for the City Drivers?

Sandy Holepit asked when do we require a doctor's slip for being ill?

The General Manager stated that when they are out for 3 days.

Sandy Holepit questioned if there were any other circumstances when it is required?

The General Manager stated that if we suspect there is a pattern of abuse we require one.

Sandy Holepit questioned if this is stated in our policy?

The General Manager stated that there is nothing stated in the policy for abuse.

Sandy Holepit said that she thought it should be one of the things discussed in the work session.

Sandy Holepit wanted to know what buses we have that use the Star City Bridge, and if so they need to be made aware that this bridge is unsafe and there are weight limits.

David Bruffy stated that we have 2 buses and one is at a low traffic time. Also our buses don't go over the weight limit.

Frank Scafella suggested checking with the Department of Highways before making any decisions.

#### **GENERAL MANAGERS REPORT:**

##### **Information**

1. Per the Authority's direction, I have contacted Columbia Equipment Company for pricing information on benches for bus stop shelters located at the County Health Department and Stewart Street. The cost of the benches is \$495 dollars each. These benches are stand-alone and would require installation.
2. The Authority requested information on our liability insurance coverage as it relates to actions of the Board. I have attached copies of our liability, insurance policy rider for this type of coverage for your review.

#### **ADJOURNMENT:**

**Frank Scafella Made a Motion to adjourn at 1:32 P.M. Larry Calemine seconded the Motion.**

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