

MONONGALIA COUNTY URBAN MASS

TRANSPORTATION AUTHORITY

BOARD OF DIRECTORS MEETING

OCTOBER 9, 2002

AUTHORITY MEMBERS PRESENT:

Bob Roberts
Jenny Dinsmore
David Flynn
Bruce Gilbert
Asel Kennedy

AUTHORITY MEMBERS NOT PRESENT:

Larry Calemine
Frank Scafella

OTHER PERSONNEL PRESENT:

David Bruffy
Wayne Pifer
Paul Burns
Sheila M. Wolfe

CALL TO ORDER:

The Transit Authority Board Meeting for October 9, 2002 was called to order at 6:00 P.M.

READING AND APPROVAL OF MINUTES (September 11, 2002)

Bruce Gilbert made a Motion to accept the September 11, 2002 Board Meeting minutes. Asel Kennedy seconded the Motion.

For: All Present and Voting

Opposed: None

OPPORTUNITY FOR PUBLIC COMMENTS:

No public present.

DATA SUMMARIES/CORRESPONDENCE:

The General Manager stated that ridership for September is down compared to September 2001. The disabled ridership was up 55% and, senior ridership was up 14% compared to September 2001. Nearly 75% of all senior riders are using their Mountain Line Gold Card. The General Manager estimates that the Transit Authority will surpass the 100,000 WVU ID trips that were estimated for the fiscal year. Ridership cost compared to August 2002 went up from \$6.76 to \$6.98 per passenger trip.

The General Manager stated that he had received a service request form from the County Commission concerning John Chapman. He stated that he had sent him bus schedules, and a Call and Ride request form to fill out. He has already returned the Call and Ride application and it has been approved.

Jenny Dinsmore entered the Transit Authority Board Meeting at 6:10 P.M.

FINANCIAL REPORT:

A. Approval of the Financial Report for the month of September 2002.

The General Manager explained that the final balance sheet for each month would not be complete until the following month. There will be a draft balance sheet for each month submitted for board approval.

Bruce Gilbert Made a Motion to accept the Financial Report for September 2002. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

B. Treasurer's report on Audit Review

Asel Kennedy stated that he had reviewed the Audit's for fiscal year 1999-2000 and fiscal year 2000-2001. He stated that the only finding other than the ones that the General Manager mentioned at the last Transit Authority meeting. The 1997 accrued sick leave pay back proposal was not addressed in this audit. He would like the accrued sick leave pay back included in with the next audit.

C. Response to the County Prosecutor's Office (Audit Reporting)

Asel Kennedy stated that the County Prosecutor's gets copies of the Audit reports.

**D. Reminder to Audit Firm Review Committee Members
(Board Members Calemine, Dinsmore & Kennedy)**

The General Manager stated that the Audit Request For Proposals have been mailed. The Audit Review Committee will be mailed out fiscal year 2001-2002 review sheets after the bids arrive.

Wayne Pifer stated that the bid review sheets would need to be returned by the November Transit Authority Board Meeting. The audit must be completed by March 2003.

DRIVER OF THE MONTH PRESENTATION

The Board announced the Authority's September Driver of the Month, Mr. Bernie Cordray. The Board also recognized Terry Lewis, Jim Huffman, Don Cummings and Mike Summers for outstanding performance during the month of September 2002.

OLD BUSINESS:

A. Maintenance Facility Update

The General Manager presented the floor plan for the New Maintenance Facility. The sewage system is the issue at this time. The General Manager stated that he has retained Lu Dempsey, an engineer. Mr. Dempsey will find out where the sewer tap is and give an estimate as to what it will cost to tap into so that it can be included in with the deed.

Asel Kennedy suggested that the Transit Authority should appoint two people that the General Manager could contact to approve expenditures of \$5000.00 or more for the new Maintenance Facility.

Jenny Dinsmore Made a Motion that the General Manager contact The Treasurer and/ or Board President for approval of construction expenditures of \$5000.00 or more for the New Maintenance Facility.

For: All Present and Voting

Opposed: None

NEW BUSINESS:

A. December Board Meeting- consideration of canceling/changing date

The General Manager stated that he and the Assistant Manager were to attend training in Washington, D.C. to learn about the reporting requirements for an Urban System.

Bruce Gilbert Made a Motion to change the December Transit Authority Board meeting from Wednesday, December 11, 2002 to Wednesday, December 4, 2002. Jenny Dinsmore seconded the Motion.

For: All Present and Voting

Opposed: None

Bruce Gilbert requested that signs be placed on the buses for passengers informing them that they should keep seated until bus is completely stopped.

Jenny Dinsmore made a Motion to adjourn at 7:05 P.M.