

MONONGALIA COUNTY URBAN MASS
TRANSPORTATION AUTHORITY
BOARD OF DIRECTORS MEETING

JUNE 5, 2002

AUTHORITY MEMEBERS PRESENT:

Bob Roberts
Larry Calemine
Jenny Dinsmore
Frank Scafella
Bruce Gilbert
Asel Kennedy

AUTHORITY MEMEBERS NOT PRESENT:

John Spears

OTHER PERSONNEL PRESENT:

David Bruffy
Wayne Pifer
Sheila M. Wolfe

CALL TO ORDER:

The Transit Authority Board Meeting for June 5, 2002 was called to order at 6:04 P.M.

READING AND APPROVAL OF MINUTES (May 8, 2002)

Asel Kennedy made a Motion to accept the May 8, 2002 Board Meeting minutes as corrected. Bruce Gilbert seconded the Motion.

For: All Present and Voting

Opposed: None

OPPORTUNITY FOR PUBLIC COMMENTS:

Rick Patton stated that he liked the new Purple Line route. He also asked that the Transit Authority be involved when there is new development along the bus routes. With the Transit Authority's input the new development areas could be made bus-user friendly.

Bob Roberts asked the General Manager to draft a letter to the City planner, asking them to notify the Transit Authority of meetings on future development

COMMITTEE REPORTS:

A. Citizen's Advisory Committee

The General Manager presented an application from Steve Buchanan to the Transit Authority Board. The Board decided to determine where Mr. Buchanan's place of residence will be and what route he could then represent.

DATA SUMMARIES/CORRESPONDENCE:

A. Annual Meeting Registration

The General Manager stated all the information is located in a separate packet and that forms need to be turned back in as soon as possible for Board Members who plan to attend.

FINANCIAL REPORT:

Jenny Dinsmore entered meeting at 6:21 P.M.

a) Proposed Budget Modification (Fiscal Year 2001-2002)

The General Manager explained how the budget would be modified in order to balance the budget.

b) Proposed Budget for Fiscal Year 2002-2003

The General Manager stated that because of the rise in liability insurance, there will probably have to be route cuts. Possible cuts would be Grafton, Hundred, 2:05 P.M. Mt. Heights, and the 12:40 P.M. Scott Ave run.

Bruce Gilbert Made a Motion to accept the Proposed Budget for Fiscal Year 2002-2003. Frank Scafella seconded the Motion.

For: All Present and Voting

Opposed: None

c) Financial Report for May 2002

Asel Kennedy made a Motion to accept the May 2002 Financial Report as presented. Jenny Dinsmore seconded the Motion.

For: All Present and Voting

Opposed: None

DRIVER OF THE MONTH PRESENTATION

The Board announced the Authority's May Driver's of the Month, Mr. John Hemerick and Mr. James Huffman. The Board also recognized Bernie Cordray, Mary Rogers, and Joe Shultz for outstanding performance during the month of May 2002.

OLD BUSINESS:

A. Update on Route Adjustments (Jenkins & Quinn)

The General Manager stated that the new Purple Line route will be starting on June 10, 2002. This is the last major route change to be made under the recommendations of the study.

B. Maintenance Facility Update

The General Manager stated that he had been called by the Historical Preservation office asking that a phase I Archeological Survey be conducted on the Industrial site. An old house foundation and a well dating from the 1850's have been found on the property and the survey is necessary to determine if it is eligible for the National Historic Register or if it just needs to be documented.

C. Mission, Vision and Values Statement

The General Manager stated that these would be posted on the internet and copies would be sent to the City Council and the County Commission.

Jenny Dinsmore suggested that they be placed on the buses and in the lobby.

Jenny Dinsmore Made a Motion to accept the Mission, Vision and Values Statement for the Transit Authority as presented. Frank Scafella seconded the Motion.

For: All Present and Voting

Opposed: None

D. New Rural Service Proposal for Seniors/ Disabled

The General Manager stated that funding for this proposed service has been withdrawn by the WV Division of Public Transit.

Asel Kennedy stated he would get the County Commission to send Director Susan O' Connell a letter stating that the County needs this service.

E. Audit Firm Selection

The General Manager stated that the Audit Selection committee has decided that Tetrick, Bartlett & Company would be the firm to do the audit for the Transit Authority. He also needs an authorization from the Board to enter into a contract with them for this service.

Jenny Dinsmore Made a Motion to accept the auditing firm of Tetrick, Bartlett & Company to conduct the audit for the Transit Authority's fiscal years 2000 and 2001. The General Manager is authorized to sign a contract with Tetrick, Bartlett & Company in the amount of \$6,400. dollars. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

F. Liability Insurance Bids

The General Manager stated that he needs authorization to accept the current bid received unless a lower bid is received.

Frank Scafella Made a Motion to authorize the General Manager to accept the bid for liability insurance coverage from Commercial Insurance, unless a lower one is offered by the WV Board of risk. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

G. Update on Election Day Ridership (Cost \$225 dollars, 853 Passenger Trips)

The General Manager stated that our cost was about \$225.00. dollars There were 853 passenger trips on that day. An informal driver survey estimated that only about twelve of the trips actually went to the polls.

NEW BUSINESS:

A. 2002 Football Season Bus Service Schedule

The General Manager stated that service will be provided on Football Saturdays up until 2 two hours before kick off and for one hour after the game with all routes having one last trip home. This is only six to seven days per year.

The Transit Authority Board decided to leave the Football Saturday Bus Schedule as it was in 2001.

B. Age Requirement for Gold Card Discount

After discussion the Age requirement for Gold Card Discount was tabled until more research can be done.

C. General Manager's Performance Evaluation

The Transit Authority Board went into Executive Session at 7:45 PM to discuss personnel matters. Must state they resumed regular sessions at 7:59 PM.

ADJOURNMENT

Jenny Dinsmore made a Motion to adjourn at 8:00 P.M.