

MONONGALIA COUNTY URBAN MASS

TRANSPORTATION AUTHORITY

BOARD OF DIRECTOR'S MEETING

June 14, 2006

AUTHORITY MEMBERS PRESENT:

Bob Roberts
Larry Calemine
Jenny Dinsmore
Asel Kennedy
David Flynn
James Manilla

OTHER PERSONNEL PRESENT:

David Bruffy
Paula Janis
Paul Burns
Sheila M. Wolfe

CALL TO ORDER:

The Transit Authority Board Meeting for June 14, 2006 was called to order at 6:05 P.M.

READING AND APPROVAL OF MINUTES (May 10, 2006)

Larry Calemine made a Motion to accept the May 10, 2006 Board Meeting minutes. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

PRESENTATION

A. May 2006 Driver of the Month

The Board announced the Authority's May 2006 Driver of the Month, Mr. Robert Lee. The Board also recognized Jake Cress, Tom Bennett, Ray St. Clair, Darryl White, Jim Huffman and Paul Gutta for their outstanding performance during the month of May 2006.

Opportunity for Public Comments:

There were no comments offered by the Public.

Monthly Data Summaries/Correspondence

The General Manager stated that the passenger trips for May 2006 totaled 29,970 and were up 5 % compared to May 2005, and were up 34 % for total passenger trips for the calendar year 2006 compared to calendar year 2005. Disabled passenger trips were up

29%, senior passenger trips were up 6 % and West Virginia University “Ride with I.D.” was up 28 % compared to May 2005. During the month of May, the Transit Authority traveled 71,610 miles, made 7,600 schedules, answered 115 Rail Trail questions, answered over 2,428 phone calls and had 210,000 hits on the web site.

The General Manager stated that the personnel changes during May include the addition of a new Marketing Intern, Ryan D’ Souza.

The General Manager stated the Grey Line had an average of 19.9 boarding’s per day in May 2006 and is currently ahead of original ridership and revenue projections.

The General Manager stated that Joanne Mahnken, Marketing Officer recently sold bus window advertising to CJ Maggie’s, and The Pet Crematory. Their ads have been placed on various vehicles.

The General Manager stated he has received information concerning the potential closure of Grumbein’s Island. He reviewed the possible changes under consideration and all of the issues that would affect our bus routes if the proposed changes are made. He stated that there will be a meeting for all individuals involved in this process to determine the best possible solution that will benefit all individuals concerned.

The General Manager reviewed a possible change to the football shuttle service that Mountain Line Transit provides during home football games. West Virginia University’s athletic department is proposing taking all buses out of the Blue Lot. The Transit Authority Board discussed some possible alternatives if this should happen.

The General Manager stated he will make a presentation to the Metropolitan Planning Organization on June 15, 2006 concerning future service projects that the Transit Authority is considering.

The General Manager stated that the automated inventory system for the garage is in operation. All parts have a bar code, and are scanned into the system and are scanned out as they are used.

FINANCIAL REPORT:

A. Approval of the May 2006 Monthly Financial Report

The General Manager and the Transit Authority Board Members reviewed the Financial Report.

Larry Calemine Made a Motion to accept for audit the Financial Report as presented for May 2006. Jenny Dinsmore seconded the Motion.

For: All Present and Voting

Opposed: None

OLD BUSINESS:

A. Consideration for Approval Route Change Proposals–Red, Gold, Purple and Grey Lines.

The General Manager stated that the proposed route changes for Red Line, Gold Line, and the Purple Line have been distributed to the public and the Public Hearing has been held. The General Manager presented the Transit Authority Board Members a petition that the residents of Unity Manor had written to the Transit Authority with their concerns about how the route changes would affect them. The General Manager requested that the Transit Authority Board approve the proposed route changes to begin on June 26, 2006.

Asel Kennedy made a Motion to accept the Route changes for Red Line, Gold Line, and the Purple Line to begin on June 26, 2006 as presented by the General Manager. Kevin Buckley seconded the Motion.

For: All Present and Voting

Opposed: None

B. General Manager's Evaluation

President Bob Roberts stated that he would meet with the General Manager to discuss his evaluation on June 15, 2006.

NEW BUSINESS:

A. Modification of Shift Dispatcher Position Description

The General Manager stated that because of evening route service growth there is a need for possibly four additional Shift Supervisors. He provided a position description for Shift Supervisors to the Board Members. The General Manager proposed that the position of Shift Dispatcher be changed to Shift Supervisor with the additional duties that are described in the position description.

Larry Calemine Made a Motion to accept the proposal as described by the General Manager that the Shift Dispatcher be changed to Shift Supervisor with the additional duties that are describe in the position description. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

B. Consideration of Approval of Fiscal Year 2006-2007 General Fund Budget

The General Manager reviewed the additions to the General Fund Budget and proposed that they accept the budget as presented.

Jenny Dinsmore Made a Motion to approve the General Fund Budget for Fiscal Year 2006-2007 as presented by the General Manager. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

C. Consideration of Approval of Fiscal Year 2006-2007 Capital Escrow Budget

The General Manager reviewed the additions to the Capital Escrow Budget and proposed that they accept the budget as presented.

Jenny Dinsmore Made a Motion to approve the Capital Escrow for Fiscal Year 2006-2007 as presented by the General Manager. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

D. Metropolitan Planning Organization and Transit Authority Master Plan (\$40,000)

The General Manager stated that the Metropolitan Planning Organization had excess funds and requested the Authority have these funds be allocated for a Mass Transit Master Plan.

E. Employee Weapon Policy

The General Manager stated that this policy will establish what is considered a weapon and what Mountain Line Transit's policy is concerning employees who carry weapons.

David Flynn Made a Motion to accept the Employee Weapon Policy as presented by the General Manager. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

F. Probationary Pay Plan Proposal

The General Manager proposed that the entry level be raised to \$11.00 per hour a new drivers successfully learn each route, there would be a corresponding increase in pay. There would be a certification process that includes a written test and a ride-along to verify that the drivers have successfully learned each route. There is other training to be completed in order to achieve the full hourly rate for drivers within the six month probation period. The General Manager requested that the Transit Authority Board approve to amend the Personnel Policy with the new probationary pay plan.

Asel Kennedy Made a Motion to accept the Probationary Pay Plan Proposal as presented by the General Manager and that it be amended to the Personnel Policy. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

G. New Funding Opportunities and New Service Needs

The General Manager reviewed possible budget issues for the fiscal year 2007-2008. The General Manager explained that in keeping with the current rate of growth, new sources of potential revenue will be necessary to meet the annual budget in future years.

The General Manager described a number of new revenue opportunities and service needs.

The General Manager informed the Transit Authority Board of a number of options that could provide potential revenue increases for Mountain Line Transit, such as the Grey Line Service, Medicaid Service expansion, I-79 Express route service development, Westover parking lot development, Dial a Ride service, potential increase in West Virginia University ridership through marketing and, possible worker shuttle service between Morgantown and Nemaquin Woodland in Pennsylvania.

Bob Roberts requested that the list of revenue projects be included in the Goals and Objectives for the next year.

Asel Kennedy requested that the General Manager send a letter requesting one time additional funding from the City of Morgantown and Monongalia County Commission for a Park & Ride parking lot development.

Bob Roberts requested that the General Manager send a letter requesting one time additional funding from West Virginia University for a Park & Ride parking lot development.

The General Manager stated that 2006-2007 projects currently on the list for capital projects needs are additional more frequent trips, evening service, weekend service, more service in the area of route 705, better service for Van Voorhis, better service for North Hills, changes in the Green Line to accommodate the new Wal-Mart location, better downtown location, additional service in Star City, the Westover Park and Ride, bus shelters and signage installation, and the new digital fare box program.

H. Capital Project Priorities

The General Manager stated that the Westover Park & Ride project will be a priority along with the other Capital Projects described in the budget.

I. Nominations for Authority Board of Directors Officers for Fiscal Year 2006-2007

The General Manager stated that the nominations can be made but due to state code, elections of officers will need to be the first order of business at the July 12, 2006 meeting.

David Flynn said that he talked to everyone after the May Transit Authority meeting and he felt that everyone was happy with the current officers.

President	Bob Roberts
Vice President	Larry Calemine
Secretary	James Manilla
Treasurer	Asel Kennedy

BOARD MEMBER FORUM/FUTURE WORK ITEMS

No discussion

6/14/2006

Initials _____

ADJOURNMENT

Larry Calemine Made a Motion to adjourn at 7:45 P.M.