

MONONGALIA COUNTY URBAN MASS

TRANSPORTATION AUTHORITY

BOARD OF DIRECTOR'S MEETING

MAY 11, 2005

AUTHORITY MEMBERS PRESENT:

David Flynn
Larry Calemine
James Manilla
Asel Kennedy
Jenny Dinsmore
Kevin Buckley

OTHER PERSONNEL PRESENT:

David Bruffy
Sheila M. Wolfe

CALL TO ORDER:

The Transit Authority Board Meeting for May 11, 2005 was called to order at 6:00 P.M.

READING AND APPROVAL OF MINUTES (April 13, 2005)

Asel Kennedy made a Motion to accept the April 13, 2005 Board Meeting minutes. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

PRESENTATION

A. April 2005 Driver of the Month

The Board announced the Authority's April 2005 Driver of the Month, Mr. Robert Lee. The Board also recognized Terry Lewis, Jim Huffman, Don Cummings, and Ray St. Clair for their outstanding performance during the month of April 2005.

B. West Virginia Roadeo Results

General Manager stated that Shift Dispatchers John Hemerick and Kevin Mackie participated in the first annual We Virginia Public Transit Roadeo held in Clarksburg, West Virginia. Bob Roberts, Board President, David Bruffy, General Manager and Paula Janis, Finance Officer were part of the judging team for this event. Both John and Kevir had excellent performances at the event.

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 April 2005 were 35,930 and were up 3 % compared to April of 2004, and were up 1 % for total passenger trips for Calendar year 2005. Disabled passenger trips were up 13 %, senior passenger trips were down 13% and West Virginia University "Ride with I.D." was down 1 %. The Transit Authority for the month of April traveled 58,221 miles, made 1,550 schedules, answered 129 Rail Trail questions, and answered over 3,248 phone calls. We had over 108,000 hits on the web site for the month of April.

FINANCIAL REPORT:

The General Manager stated that 8,000 gallons of fuel was ordered from Guttman Oil for the tank at the new maintenance facility, which holds 6,000 gallons diesel and 2,000 gallons of regular gas. Guttman Oil was the lowest price out of the three fuel vendors that were surveyed.

A. Approval of the April 2005 Monthly Financial Report

Larry Calemine Made a Motion to accept for audit the Financial Report as presented for April 2005. Jenny Dinsmore seconded the Motion.

For: All Present and Voting

Opposed: None

OLD BUSINESS:

A. Maintenance Facility Update

The General Manager stated that the fuel tank has been installed, the bus wash has been installed, painters are finishing the interior and the outside concrete work is being completed. The plan of moving the furniture, supplies, and files to the offices in Westover has been completed. The expected 80% completion date is the first week of June 2005.

President Bob Roberts asked that a committee be appointed for election of officers for the Transit Authority Board to be put on the June 2005 Agenda. He appointed Jenny Dinsmore and Kevin Buckley to the nomination committee for officers for the 2005-2006 fiscal year of Mountain Line Transit Authority Board.

B. 2004-2005 Goals and Objectives Update

The General Manager presented the progress report Goals and Objectives monthly update to the Transit Authority Board for their review.

C. Consideration of General Manager's Evaluation

President Bob Roberts passed the final General Managers evaluation out to all of the Transit Authority Board Members to review.

NEW BUSINESS:

A. Consideration of General Manager's Compensation

Asel Kennedy requested to go into Executive Session to discuss this matter.

General Manager David Bruffy requested the discussion be held in open meeting.

President Bob Roberts presented the General Manager's evaluation and stated that he prepared the evaluation according to his interaction with the Manager and information from other Transit Authority Board Members.

General Manager David Bruffy gave credit to the Mountain Line Transit Authority Board for his success as Manager and for overall success of the Transit Authority.

Asel Kennedy shared some information with the Transit Authority Board Members concerning the responsibilities of the Board Members to be active, and a reminder to Board Members as to their responsibilities and some of the goals for Mountain Line Transit Authority.

President Bob Roberts requested the report from the committee that was appointed to research the wages of other General Managers at other West Virginia transit systems.

David Flynn stated that he had talked to the West Virginia Public Transportation Director Susan O'Connell concerning her opinions on General Manager David Bruffy's performance compared to other General Managers in the state of West Virginia. He stated that Director Susan O'Connell was positive and believes that David Bruffy is a top performer in his field. He made some spot phone calls to other Transit systems asking questions about their service. He also did a survey concerning salaries of other Transit systems that are larger and he found that the range is from \$ 5,000.00 to \$ 10,000.00 higher than David Bruffy's salary. His recommendation is to make a salary adjustment for the General Manager in the range of \$5,000.00 to \$ 10, 000.00 dollars.

Larry Calemine stated that he had surveyed the salaries of other Transit Manager's in the State of West Virginia. He provided information about the General Manager's positive achievements with Mountain Line Transit. The average salary for Transit Manager's is \$ 5,000.00 to \$ 10,000.00 dollars higher than the current salary of the General Manager. His recommendation is to make a salary adjustment for the General Manager in the range of \$5,000.00 to \$ 10, 000.00 dollars without a bonus or 3% raise for fiscal year 2005-2006.

Jenny Dinsmore stated that when David Bruffy was hired the agreement was that he would receive a bonus every year based on how much extra money was generated for the Transit Authority above the operating budget. She stated that the Transit Authority Board had not followed through on the bonus and David has not held them to the contract.

Asel Kenndy stated that he could not support any more than the 3% increase.

James Manilla stated that he feels that David Bruffy is doing a great job. He is concerned with rising fuel cost and moving into the new building that there may be some funding concerns later on. He suggested that for this year give him what bonus the Transit Authority Board can provide for this year and the 3% increase and consider an increase in salary the next fiscal year after the Transit Authority has been at the new Maintenance Facility for a year.

Jenny Dinsmore Made a Motion to make the General Managers salary \$71,000.00 dollars without a bonus which will be considered from year to year and no 3% raise for fiscal year 2005-2006 the increase will be effective July 1, 2005. David Flynn seconded the Motion.

For:	Bob Roberts	Opposed:	Asel Kennedy
	Jenny Dinsmore		James Manilla
	Larry Calemine		
	David Flynn		
	Kevin Buckley		

B. Consideration of Approval of West Virginia University Service Agreement

The General Manager stated that there were three different options available. Option one would be to keep the service the same as it is now. Option two is to provide heavier evening service. Option three would provide evening and Sunday service. The General Manager explained the benefits of these three options and the cost.

Bob Roberts stated that there have been some concerns from the students at West Virginia University concerning changing the existing service that they currently have.

Asel Kennedy suggested that if option two or three is considered the General Manager will need the approval of three other Transit Authority Board Members.

Jenny Dinsmore Made a Motion to authorize the General Manager to enter into agreement with West Virginia University for the same service that is currently in place with West Virginia University. If West Virginia University should decide they would like to enter into agreement for option two or option three, The General Manager will need the approval of three Transit Authority Board Members before entering into agreement with West Virginia University. James Manilla seconded the Motion.

For: All Present and Voting

Opposed: None

C. Consideration for Approval of The District Service Agreement

The General Manager stated that at this time construction on The District has been stopped. He described to the Board Members the benefits of adding this service in combination with existing Mountain Line service.

Bob Roberts asked that there be a line item for this service so that the Board will be able to monitor this service.

Asel Kennedy stated that he would like to see a detailed contract for the Board Members review and continue negotiations with The District and call a special meeting to authorize the General Manager to enter into contract with The District.

Jenny Dinsmore Made a Motion for the General Manager to continue the negotiations with The District and appoint a committee consisting of Bob Roberts, Asel Kennedy, and Kevin Buckley to review the contract before approving for the General Manager to enter in to agreement with The District. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

D. Consideration for Approval of Greyhound Lease Agreement

The General Manager stated that Tim Hines has verbally told him that he will be ready to move into the Maintenance Facility in Westover on June 1, 2005.

Jenny Dinsmore Made a Motion to authorize the General Manager to enter into agreement with Tim Hines concerning the Greyhound Lease Agreement as presented by the General Manager. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

E. Consideration of Free Transportation on June 25, 2005 for State Election

The General Manager asked the Board Members to consider approval for free transportation on June 25, 2005 for the State of West Virginia Elections Day.

Jenny Dinsmore Made a Motion for free transportation on June 25, 2005 on the State of West Virginia Election day. Larry Calamine seconded the Motion.

For: All Present and Voting

Opposed: None

ADJOURNMENT

Jenny Dinsmore Made a Motion to adjourn at 7:45 P.M.