

MONONGALIA COUNTY URBAN MASS

TRANSPORTATION AUTHORITY

BOARD OF DIRECTOR'S MEETING

NOVEMBER 09, 2005

AUTHORITY MEMBERS PRESENT:

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

OTHER PERSONNEL PRESENT:

David Bruffy
Wayne Pifer
Sheila M. Wolfe

CALL TO ORDER:

The Transit Authority Board Meeting for November 09, 2005 was called to order at 6:00 P.M.

READING AND APPROVAL OF MINUTES (October 12, 2005)

Jenny Dinsmore made a Motion to accept the October 12, 2005 Board Meeting minutes. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

PRESENTATION

A. October 2005 Driver of the Month

The Board announced the Authority's October 2005 Driver of the Month, Mr. Robert Lee. The Board also recognized Jim Huffman, Paul Gutta, Mary Rogers, and Bobby Dille for their outstanding performance during the month of October 2005.

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 October 2005 were 55,566 and were up 50 % compared to October of 2004, and were up 11 % for total passenger trips for calendar year 2005 compared to calendar year 2004. Disabled passenger trips were up 15 %, senior passenger trips were down 7 % and West Virginia University "Ride with I.D." was up 87 %. For the month of October the Transit Authority traveled 62,817 miles, made 3,775 schedules, answered 65 Rail Trail questions, answered over 2,792 phone calls and had 200,491 hits on the web site.

The General Manager stated that the personnel changes during October include the hiring of Robert Hickman, Mark Olenick, and Bryan Toothman for the position of full-time Driver, Kim Wears for the position of part-time Receptionist, David Holman as mechanic, and Trista Roberts as Ticket Data Entry Clerk. In the month of November Tim Hines was hired as a Ticket Data Entry Clerk. The Transit Authority had resignations from Cathy Starkey, part-time receptionist and Joe Shultz, part-time driver. Full-time Driver Matthew Earl had only worked for the Transit Authority a couple of weeks before his tragic death in a car accident.

FINANCIAL REPORT:

A. Approval of the October 2005 Monthly Financial Report

The General Manager stated that the budget for phone cost is more than projected because the City of Morgantown has stopped paying the phone bill at the depot as its in kind contribution, and this was not anticipated as an expense for this fiscal year. The other expense lines that are close to the limit within the budget are bus parts and maintenance, fuel, office supplies, and uniforms.

Larry Calemine Made a Motion to accept for audit the Financial Report as presented for October 2005. Kevin Buckley seconded the Motion.

For: All Present and Voting

Opposed: None

OLD BUSINESS:

A. Televised Meeting Proposal

The General Manager stated that he had met with Jeff McCorskey from the City of Morgantown. He stated that Jeff McCorskey is going to send the General Manager more information on video options that are available. The Transit Authority Board agreed by consensus that they did not have enough information at this time to make an informed decision on this matter. It is to be tabled until more information is received.

B. Greyhound/Grey Line service update

The General Manager stated that the Grey Line office has been put into operation. The Ticket Data Entry Clerks will be taking passenger reservations for the Grey Line online and by phone. They will also be doing data entry for the Federally required National Transit Data Base.

The General Manager stated there have been 75 passenger boardings for 10 days of service for the Grey Line service since October 30, 2005. The Transit Authority has received the over the road permit from the Department of Transportation. We are applying for the permit number from the Pittsburgh International Airport, and we have applied for a permit from the Federal Motor Carrier Safety Administration so that we can interline with Greyhound. This process takes about three months. The new buses for this service have been ordered with the first to be delivered at the end of November and the remaining two in January or February 2006. The phone service for the Grey Line office has been ordered, a computer has been purchased and set up, a web page has been developed and the Ticket Data Entry Clerks have been trained on how to navigate the web site to make and confirm reservations. This has all been accomplished in three weeks.

NEW BUSINESS:

A. Citizen's Advisory Committee By-law Change

The General Manager presented the proposed changes for the Citizens Advisory Committee By-laws to the Transit Authority Board Members.

Proposed changes (revisions are in bold print):

1. *One person (Board appointed) from each route, (Person Board appointed from various routes)*
2. *Agency members' term of office shall be two (2) years, (with automatic renewals).*
3. *Authority Board Appointees will have terms of one (1) year, (with automatic renewals).*
4. *No person shall serve more than four (4) years consecutively, and must be separated from the Committee for (1) year before being eligible for an additional term of office. (This will be completely removed).*
5. *Thereafter no person may serve in the same office for more than one (1) year. (This will be completely removed).*
6. *Mountain Line Depot's Conference Room, (Mountain Line Westover Facility).*
7. *Regular meetings of the Committee shall be held on the third Wednesday of each month, with the time for such meetings to be set by the Committee. (Regular meetings of the Committee shall be held on the third Wednesday of every other month, with the time for such meetings to be set by the Committee. Meetings shall be held during the months of January, March, May, July, September, and November).*

Jenny Dinsmore Made a Motion to approve the revisions to the Citizens Advisory Committee By-laws as presented by the General Manager. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

B. Employee Holiday Bonus

The General Manager presented proposal number one for the Transit Authority Board to consider a holiday bonus of \$50.00 dollars for the full-time employees and \$25.00 dollars for part-time employees. The General Manager presented proposal number two changing the holiday bonus amount to \$100.00 for full-time employees and for part-time employees \$50.00.

Asel Kennedy recommended that the Transit Authority Board accept proposal number one.

Asel Kennedy Made a Motion to accept proposal number one made by the General Manager that full-time employees with six months or more of service receive \$50.00 and part-time employees and employees employed with less than six months service receive \$25.00. Jenny Dinsmore seconded the Motion.

For: All Present and Voting

Opposed: None

ADJOURNMENT

Jenny Dinsmore Made a Motion to adjourn at 7:30 P.M.