

**MONONGALIA COUNTY URBAN MASS**

**TRANSPORTATION AUTHORITY**

**BOARD OF DIRECTOR'S MEETING**

**May 11, 2011**

**Authority Members Present:**

Jenny Dinsmore  
Asel Kennedy  
Hugh Kierig  
David Flynn  
Denny Poluga  
Ronald Bane

**Other Personnel Present:**

David Bruffy  
Wayne Pifer  
Heather Lemansky  
Sheila M. Wolfe

**Call to Order:**

**The Transit Authority Board Meeting for May 11, 2011 was called to order at 6:10 P.M.**

**Reading and Approval of Minutes (April 13, 2011)**

**Hugh Kierig Made a Motion to approve the minutes from the April 13, 2011 Board Meeting as submitted, subject to individual consideration. David Flynn seconded the Motion.**

**For: All**

**Opposed: None**

**Presentations:**

**A. April 2011 Drivers of the Month**

The Board announced the Authority's April 2011 Driver of the Month, Mr. James Huffman. The Board also recognized Terry Lewis, Jessie Tucker, Ricky Gordey, and Robert Lee for their outstanding performance during the month of April 2011.

**Opportunity for Public Comments:**

There were public in attendance.

**Monthly Data Summaries/Correspondence:**

**The General Manager** stated that the total passenger trips to date this calendar year for 2011 were 471,460 compared to 363,108 total passenger trips for calendar year 2010. The

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total passenger trips for the year were up 30 %. The total passenger trips for April 2011 were 124,186 and were up 36% compared to April of 2010. Disabled passenger trips were down 7%, senior passenger trips were up 13 % and West Virginia University “Ride with I.D.” was up 47 % compared to April 2010. During April 2011, the Transit Authority traveled 100,911, miles, and answered 3,597 phone calls.

**The General Manager** reviewed the ridership reports for April 2011 with the Transit Authority Board Members.

**The General Manager** stated that the personnel changes for the month of April 2011 included full-time drivers Ralph DeBardi, John Polosky, and Martin Garcia have completed their six month probation.

### **Financial Business:**

#### **A. April 2011 Financial Report**

**The General Manager** reviewed the Financial Reports for April 2011 with the Board Members.

**Denny Poluga Made a Motion to accept for audit the Financial Reports for April 2011 as presented by the General Manager. Ronald Bane seconded the Motion.**

**For: All Opposed: None**

### **Old Business:**

#### **A. Department of Highways Signage Submission**

**The General Manager** reviewed the proposed bus signage for Stewartstown Road and that each sign will have the stop name, route name, the next stops along that route, and the web site.

#### **B. Route And Service Expansion Planning Update**

**The General Manager** reviewed the Route Service Expansion route timings were completed before the West Virginia University students left and every route was on time. The General Manager has offered an internship to a GIS student for the summer to start the graphic route simulations that will demonstrate the route networking.

### **New Business:**

#### **A. Solar Power Plant Selection Committee and Process**

**The General Manager** stated that the mandatory Pre Bid Conference for Mountain Line Transit representative has been held. The Request for Qualifications proposal has been issued and are due on May 25, 2011 for review for the most qualified firm. The Recommendations will be presented to the Mountain Line Transit Authority Board members at a special Mountain Line Transit Authority Board meeting to be held on June 1, 2011 with the Board’s approval.

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**The Mountain Line Transit Authority Board members agreed by consensus to authorize the General Manager and administrative staff to serve on a Proposal Committee to choose the qualified firm and bring that recommendation to the Mountain Line Transit Authority Board members.**

**B. Warner Theater Property Lease**

**The General Manager** has included the Commercial Lease agreement for the Warner Theater Property Lease. The General Manager recommended not to move forward on this project due to the operating cost and staff to keep the facility open considering our budget for the next fiscal year.

**Hugh Kierig Made a Motion to table the Warner Theater Property Lease for future consideration. David Flynn seconded the Motion.**

**For: All    Opposed: None**

**C. Mountain Valley Contract**

**The General Manager** stated that Mountain Valley Apartments has requested a proposal for route service. The General Manager reviewed the Mountain Valley Apartments contract with the Transit Authority Board Members.

**Ronald Bane Made a Motion to authorize the General Manager to enter into agreement with Mountain Valley Apartments located on Van Voorhis Road, to provide transportation services for an annual fee of \$143,000.00. Denny Poluga seconded the Motion.**

**For: All    Opposed: None**

**D. West Run Contract**

**The General Manager** reviewed the Campus Living Villages Development on contract with the Transit Authority Board Members.

**Ronald Bane Made a Motion to authorize the General Manager to enter into agreement with Campus Living Villages Development located on West Run Road to provide transportation services for an annual fee of \$158,000.00. Hugh Kierig seconded the Motion.**

**For: All    Opposed: None**

**E. GPS Replacement Proposal (\$3,500.00)**

**The General Manager** stated the GPS units that are currently on our buses are eleven years old and only update every two minutes. The new units will update every eight seconds. The service for the new units will cost \$11,000.00. The \$3,500.00 will allow Mountain Line to get the equipment to install on the buses to be ready to activate on July

1, 2011. The General Manager recommended that the GPS units on buses be replaced to update the system.

**Hugh Kierig Made a Motion to accept the GPS Replacement Proposal in the amount of \$3,500.00 as presented by the General Manager. Denny Poluga seconded the Motion.**

**For: All**

**Opposed: None**

**F. AVL New Freedom Proposal (\$100,000.00)**

**The General Manager** stated that the Division of Public Transit has funding available to purchase Advanced Vehicle Location under a New Freedom Grant. The grant funding would be used to purchase vehicle location equipment and video screens to put on the buses that would list the next stop. It will also allow dispatchers to send out signals to the buses concerning deviation requests and will also make automated route announcements.

**David Flynn Made a Motion to authorize the General Manager to request the New Freedom Grant in the amount of \$100,000.00. Denny Poluga seconded the Motion.**

**For: All**

**Opposed: None**

**Hugh Kierig Made a Motion to have a special meeting of the Transit Authority on June 1, 2011 and June 15, 2011 to be held at 6:00 PM. David Flynn seconded the Motion.**

**For: All**

**Opposed: None**

**Adjournment:**

**Hugh Kierig Made a Motion for Adjournment at 7:30 PM.**