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**MONONGALIA COUNTY URBAN MASS TRANSPORTATION AUTHORITY**  
**BOARD OF DIRECTOR'S MEETING MINUTES**  
**Approved Version**  
**September 8, 1999**

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**MONONGALIA COUNTY URBAN MASS TRANSPORTATION AUTHORITY**

**BOARD OF DIRECTORS MEETING**

**SEPTEMBER 8, 1999**

**AUTHORITY MEMBERS PRESENT:**

Jenny Dinsmore  
Bob Roberts  
Sandy Holepit  
John Spears  
James Caravasos  
David Martinelli

**NOT PRESENT:**

Frank Salucci

**OTHER PERSONNEL PRESENT:**

David Bruffy  
Melissa Burch

**CALL TO ORDER:**

The Transit Board Meeting was called to order at 6:01 p.m.

**APPROVAL OF MINUTES:**

James Caravasos made a motion for the approval of the August 11, 1999 minutes. Bob Roberts noted one spelling correction within the minutes and seconded the motion to approve the minutes.

The vote for approval of the minutes was not taken.

John Spears motioned that each individual motion be recorded as follows for clarification purposes: For: All Present and Voting. Mr. Spears further motioned that late arrivals and early departures of Authority members be recorded within the minutes. Sandy Holepit seconded this motion.

For: Jenny Dinsmore Opposed: None Abstained: Bob Roberts  
James Caravasos  
Sandy Holepit

Mr. David Martinelli joined the meeting at 6:10 pm.

**GENERAL CORRESPONDENCE:**

Press releases regarding recent transit awards and route changes were included in correspondence. Dominion Post articles and correspondence to various riders were also included.

Also included in correspondence was a confirmation of Mountain Line's continued interest in a Small Cities Block Grant Application for park and ride locations.

The U.S. Department of Transportation informed Mr. Bruffy that a recent complaint initiated by Mr. Steve Buchannon has been withdrawn.

### **FINANCIAL REPORT:**

Mr. Bruffy advised the Authority that the budget would need to be adopted on a monthly basis, due to the fact that Mountain Line is now keeping its own financial records. The month of August a successful financial month, with farebox and token revenue totaling approximately \$15,000. Expenses for August were down from last year, and ridership is approximately 10% below last year's numbers.

### **OLD BUSINESS:**

#### **A. Stone Embezzlement Case**

The Victim Impact Statement has been submitted to the Prosecutor's Office and a meeting has been scheduled for Friday, September 10, 1999 with the Assistant Prosecutor. John Spears and David Bruffy will attend this meeting. The Restitution Hearing is scheduled for September 13, 1999. Sentencing is scheduled for September 20, 1999.

#### **B. WVU Football Saturday Schedule**

Mr. Bruffy reviewed the options of conducting a full day of service on football Saturdays or offering reduced services due to traffic patterns. For the first game, our schedule will be for full service in order to determine how problematic future games may make routes in the stadium area.

### **NEW BUSINESS:**

#### **A. Authorization for Continuation of \$0.75 cent Deviation Fare**

Mr. Bruffy reviewed the differences between the previous service and the current deviated fixed route service. The national standard for a deviation is another fare. The cost for a monthly pass with deviation privileges was adopted previously. Mr. Bruffy asked for a formal motion on the continuation of the \$0.75 cent deviation fee.

John Spears motioned for further discussion on the \$0.75 cent fare.

Further discussion was held regarding the cost of the fare and the profile of the average person needing to utilize a deviation. Mr. Bruffy further reviewed the differences between the previous complimentary service and the deviated fixed route service, including the requirement for a qualifying disability with the former service. Mr. Spears indicated that he would not be in favor of a deviation fare of \$0.75 cents and that he felt the fare should be less. Mr. Caravasos indicated that in order to avoid an abuse of the service, there needed to be a fare assessed on the service and Mr. Martinelli added that the deviated fixed route system allowed for more options to riders of the transit system.

David Martinelli made a motion to continue the \$0.75 cent deviation fee and Bob Roberts seconded the motion.

For: Jenny Dinsmore  
Opposed: John Spears  
Bob Roberts  
Sandy Holepit  
David Martinelli  
James Caravasos

#### **B. Update on Additional Bus Route Changes**

This item was discussed following the public session portion of the meeting.

### C. Public Discussion and Comment on Bus Route Changes

Public comments were received from the following individuals concerning specific problems they were experiencing in adjusting to the new bus routes: Marilyn Kell, Marion Stone, Bruce Gilbert, Commissioner Bob Bell, Nancy Smith, who spoke on behalf of some of the residents of Friendship Manor, and Marie Flora.

Mr. John Spears left the meeting at 7:25 p.m.

Following the public discussion, Mr. Bruffy briefly updated the Authority on additional changes and adjustments made to the new routes.

### D. Shriner Request for Free Advertisement

A recent Shriner request for free advertisement on the buses was discussed.

Bob Roberts motioned that Mr. Bruffy forward the request for advertisement to Open Road Advertising to determine whether another advertiser would like to sponsor the Shriner advertisement. James Caravaso seconded the motion.

For: All Present and Voting Opposed: None

### E. Fiscal Year 1999-2000 Budget Amendment

Mr. Bruffy reviewed a recommended Budget Amendment resulting from a year-end carryover.

David Martinelli motioned to accept the proposed Budget Amendment and James Caravaso seconded the motion.

For: All Present and Voting Opposed: None

## **GENERAL MANAGER'S REPORT:**

### Information

1) I am pleased to report to the Authority that the recent changes have gone reasonably smoothly considering the magnitude of the changes. Ridership has increased at a steady pace over the past two weeks and the changes implemented on August 7th should help as well. The Drivers and Office Staff are the reason ridership is climbing. These front-line employees have gone well beyond any normal expectation and have provided exceptional and personalized assistance to our passengers as they work through these route transitions. Mountain Line's drivers, mechanics, and office staff have my most sincere thanks for their commendable efforts.

2) Mountain Line's auditing firm, Tetrick and Bartlett has been in contact and are beginning their Audit of the 1998-99 Fiscal Year. I will keep you up to date as their efforts progress.

## **COMMITTEE REPORTS:**

Slate of Officers was discussed. President Dinsmore noted for the record that prior to the election of Officers for this fiscal year, Mr. David Martinelli was charged with the assignment to develop a slate of Officers due to the fact that he was the Chairperson of the Operations Committee. During the April 14th, 1999 meeting, Mr. Martinelli presented a proposal of assignments for Authority Officers beginning July 1, 1999. The Authority accepted President-Jenny Dinsmore, Vice President-David Martinelli, Secretary-Sandy Holepit, and Treasurer-Frank Salucci. Mr. Spears was not present for the vote due to the fact that he left the meeting early.

## **EXECUTIVE SESSION:**

At 8:08 p.m. Bob Roberts made a motion to enter into Executive Session to discuss personnel issues. Sandy Holepit seconded the motion.

Regular Session resumed at 8:25 p.m.

James Caravasos made a motion that Bob Roberts and David Bruffy research and work to amend the Mountain Line Complaint Procedure. Sandy Holepit seconded the motion.

For: All Present and Voting Opposed: None

**ADJOURNMENT:**

The Transit Authority Board Meeting adjourned at 8:31 p.m.

Respectfully Submitted,

Sandy Holepit  
Secretary of the Board

