

MONONGALIA COUNTY URBAN MASS

TRANSPORTATION AUTHORITY

BOARD OF DIRECTORS MEETING

APRIL 09, 2003

AUTHORITY MEMBERS PRESENT:

Bob Roberts
Jenny Dinsmore
Frank Scafella
David Flynn
Larry Calemine
Bruce Gilbert
Asel Kennedy

AUTHORITY MEMBERS NOT PRESENT:

OTHER PERSONNEL PRESENT:

David Bruffy
Wayne Pifer
Sheila M. Wolfe

CALL TO ORDER:

The Transit Authority Board Meeting for April 09, 2003 was called to order at 6:00 P.M.

READING AND APPROVAL OF MINUTES (March 12, 2003)

Bruce Gilbert made a Motion to accept the March 12, 2003 Board Meeting minutes. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

PRESENTATION

March 2003 Driver of the Month

The Board announced the Authority's March 2003 Driver of the Month, Mr. Jim Huffman. The Board also recognized Clinton Burns, Kevin Mackie, John Hemerick and Terry Lewis for outstanding performance during the month of March 2003.

OPPORTUNITY FOR PUBLIC COMMENTS:

No public present.

DATA SUMMARIES/CORRESPONDENCE:

The General Manager stated that passenger trips are up 11%, disabled passenger trips is up 56 %, senior passenger trips are down for March 2003 compared to March 2002. West Virginia University I. D. passenger trips are up 45% over last year. The overall system, cost per passenger trip is down to \$6.10 per trip.

The General Manager stated that the West Virginia University Intern Marketing program will be finishing up April 18, 2003. The Transit Authority had ordered stencils and construction chalk to put the Mountain Line Logo on sidewalks to designate where pick up points are for the buses as well as a number of other activities.

Frank Scafella entered the Transit Authority at 6:07 PM

FINANCIAL REPORT:

A. Approval of the Financial Report for the month of March 2003.

Larry Calemine Made a Motion to accept the Financial Report for March 2003. Frank Scafella seconded the Motion.

For: All Present and Voting

Opposed: None

B. FTA Allocation for Fiscal Year 2003 (\$542,701)

The General Manager stated that the Federal Transit Association has allocated for fiscal year 2003 is \$542,701.00 this is with a 50/50 match for operations and 80/20 match for capital expenses. He requested that the Board adopt a Resolution authorizing the General Manager to execute and

file application for these funds and to sign the necessary Certifications indicating Mountain Line Transit Authority will comply with all applicable Federal regulations.

Bruce Gilbert Made a Motion to adopt a Resolution authorizing the General Manager to execute and file application for Federal Fiscal Year 2003 Funds in the amount of \$542,701 dollars and to sign the necessary Certifications indicating Mountain Line Transit Authority will comply with all applicable Federal regulations. Frank Scafella seconded the Motion.

For: All Present and Voting

Opposed: None

OLD BUSINESS:

a) Current Employee Health Insurance Premium Match Rate

(Jenny Dinsmore entered the Transit Authority Board Meeting at 6:22 PM)

The Board requested additional information and the General Manager stated that he would have something set up so that the Transit Authority Board would have some different options to choose from at their next meeting.

b) General Manager's Annual Evaluation

President Bob Roberts requested that any of the General Manager's evaluation's that haven't as of yet been given to him be faxed to him.

NEW BUSINESS:

a) Maintenance Facility Purchase Agreement (\$1,500,000)

The General Manager informed the Board that the negotiated price on the proposed Pepsi Plant/Maintenance Facility was \$1,750,000 dollars. This price was negotiated between the original asking price of \$2,000,000 and the Authority's original offer of \$1,500,000. The Board was also informed that the Transit Authority would need to enter into a Purchase Option Agreement in order to purchase the property for the new maintenance facility. The West Virginia Public Transit Association has stated that the Transit Authority needs to settle on the property by May 01, 2003.

Asel Kennedy made a Motion to approve the Purchase Option Agreement and to have Bob Roberts, Jenny Dinsmore, and the General Manager negotiate the Agreement not to exceed \$50,000.00. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

b) Modification of Personnel Policy Manual- Definition of Layoff

Bruce Gilbert Made a Motion to change the definition of layoff from (*dismissal of employees*) to reduction in the work force. Jenny Dinsmore seconded the Motion.

For: All Present and Voting

Opposed: None

c) Modification of Personnel Policy Manual - Military Duty Leave Clarification

The General Manager stated that the Transit Authority has an employee who is part of the reserve corps. This employee has inquired about what the Transit Authority's policy is on military leave. The Transit Authority needs to clarify how they will deal with sick leave, vacation leave, how to cover the pay, and health insurance premium coverage.

Jenny Dinsmore Made a Motion to accept the Military Leave for employees as presented by the General Manager. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

d) Employee Uniform Contract Bid Review and Award

The General Manager asked that this be put on the agenda for the May Transit Authority Board Meeting.

e) Charter Requests Procedure under Urban Designation

The General Manager stated that under Federal regulations the Transit Authority must run a notice in the paper stating that if there are no willing and able providers that we will be providing charter service within 90 miles of Monongalia County. This allows the private sector to object and say that they can provide the service. Central Cab from Waynesburg did object through this formal procedure.

Given Central Cab's interest in providing local charters, the only way that the Authority can provide a charter is if the majority of the people are disabled or if we have a written agreement between the Transit Authority and Central Cab. The General Manager has developed a working relationship with Central Cab and has prepared a form that can be faxed to Central Cab on a case-by-case basis for approval or rejection. This procedure will not apply to anything that is open to the public and is prescheduled or advertised as such.

f) Fare Box Rate Reduction for Seniors and Medicare cardholders to \$0.35 cents

The General Manager requested that the Transit Authority Board approve a fare reduction for seniors and Medicare card holders to \$0.35 cents. The Transit Authority will use the current Gold Card and Gold Card application process to implement this reduction.

Bruce Gilbert Made a Motion to accept the reduction in senior and Medicare rider fare to \$0.35 cents beginning May 1, 2003. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

ADJOURNMENT

Larry Calemine Made a Motion to adjourn at 7:11 P.M.