

MONONGALIA COUNTY URBAN MASS

TRANSPORTATION AUTHORITY

BOARD OF DIRECTOR'S MEETING

March 09, 2011

Authority Members Present:

Jenny Dinsmore
Asel Kennedy
Hugh Kierig
David Flynn
Ronald Bane

Authority Members Not Present:

Denny Poluga

Other Personnel Present:

David Bruffy
Wayne Pifer
Heather Lemansky
Sheila M. Wolfe

Call to Order:

The Transit Authority Board Meeting for March 09, 2011 was called to order at 6:05 P.M.

Reading and Approval of Minutes (January 12, 2011)

David Flynn Made a Motion to approve the minutes from the January 12, 2011 Board Meeting as submitted, subject to individual consideration. Ronald Bane seconded the Motion.

For: All

Opposed: None

Presentations:

A. January and February 2011 Drivers of the Month

The Board announced the Authority's January 2011 Driver of the Month, Mr. Terry Lewis. The Board also recognized Jesse Tucker, David Stump, James Huffman, and William Smith for their outstanding performance during the month of January 2011.

The Board announced the Authority's February 2011 Driver of the Month, Mr. James Huffman. The Board also recognized Terry Lewis, William Smith, David Stump, and Jesse Tucker for their outstanding performance during the month of February 2011.

Opportunity for Public Comments:

There was no public.

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Monthly Data Summaries/Correspondence:

The General Manager stated that the personnel changes for the month of January and February 2011 included: Herb Hall hired as Grounds Maintenance Laborer, Joshua Shockey as part-time van driver. Eric Akers, Larry Fullmer, Joseph Blosser, and William Fleming, full-time bus drivers, have successfully completed their six month probation.

January 2011

The General Manager stated that the total passenger trips to date this calendar year for 2011 were 108,221 compared to 80,412 total passenger trips for calendar year 2010. The total passenger trips for the year were up 35 %. The total passenger trips for January 2011 were 108,221 and were up 35% compared to January of 2010. Disabled passenger trips were up 38%, senior passenger trips were up 52 % and West Virginia University "Ride with I.D." was up 43 % compared to January 2010. During January 2011, the Transit Authority traveled 96,173 miles, and answered 4,174 phone calls.

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

February 2011

The General Manager stated that the total passenger trips to date this calendar year for 2011 were 235,402 compared to 175,305 total passenger trips for calendar year 2010. The total passenger trips for the year were up 34 %. The total passenger trips for February 2011 were 127,181 and were up 34% compared to February of 2010. Disabled passenger trips were up 47%, senior passenger trips were up 89 % and West Virginia University "Ride with I.D." was up 37 % compared to February 2010. During February 2011, the Transit Authority traveled 93,931 miles, and answered 3,471 phone calls.

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

Financial Business:

A. January 2011 Financial Report

The General Manager stated that the Financial Reports for January 2011 will be presented at the April 2011 Transit Authority Board Meeting.

B. February 2011 Financial Report

The General Manager stated that the Financial Reports for February 2011 will be presented at the April 2011 Transit Authority Board Meeting.

C. Fiscal Year 2009-2010 Audit Update

The Finance Officer is preparing for the annual audit to be held March 14th, 15th, and 16th.

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D. Ad-hoc Budget Committee Assignment

President Jenny Dinsmore assigned Hugh Kierig, Asel Kennedy and herself to serve on the 2011 Budget Committee.

Old Business:

A. Department of Highways Signage Initiative on Stewartstown Road

The General Manager stated that he had a meeting with a representative from the Department of Highways and right of way permits have been filed to be able to place signage on Stewartstown Road.

B. Solar Power Plant Project Update

The General Manager stated that the Solar Power Plant Project is moving forward the environmental clearance is completed, we also have the Department of Labor certification, and the application has been filed. When the application is approved Mountain Line Transit will start working on Request for Proposals for the project. The Solar Power Plant Project should be completed in the spring of 2012.

C. New Grey Line Marketing and Bus Update

The General Manager stated that Mountain Line Transit has received one new bus for the Grey Line service and within the next week will receive two more. The General Manager included in the Board packet graphics for the new Grey Line buses. Maria Smith, Marketing Officer had done a photo shoot to get some new graphic materials for marketing.

D. Park & Ride Lot Development

The General Manager stated that he is exploring ideas for developing an apartment complex as a revenue source. He had a meeting with John Martys, Executive Director of the Morgantown/Fairmont Housing Authority and he is interested in working with Mountain Line Transit Authority on this project.

E. West Run Service Contract Update

The General Manager stated that Mountain Line Transit Authority is working to renew the contract agreement with West Run Apartments.

F. Ridership Survey Update

The General Manager stated that WVU's Master of Public Administration program students are conducting a Rider Survey for their 2011 project. This should be completed by the end of the week. There will be presentations made to the Mountain Line Transit Authority Board Members, Mountain Line Transit staff, and the Citizen Advisory Committee. A copy of the Rider Survey was included in the March 2011 Board Packet.

New Business:

A. 5311 (f) (Grey Line) Funding Resolution (\$360,000)

The General Manager stated that he is requesting that the Board authorize him to apply to the State of West Virginia for 5311 (f) funding for the Grey Line service.

Hugh Kierig Made a Motion to accept the 5311 f (Grey Line) (\$360,000) Funding Resolution as presented by the General Manager. Ronald Bane seconded the Motion.

For: All

Opposed: None

B. 5317 (New Freedom) Funding Resolution (\$50,000)

The General Manager stated that he is requesting that the Board authorize him to apply to the State of West Virginia for 5317 (New Freedom) (\$50,000) funding from the New Freedom program.

Hugh Kierig Made a Motion to accept the 5317 (New Freedom) Funding Resolution as presented by the General Manager. Ronald Bane seconded the Motion.

For: All

Opposed: None

C. 5316 (JARC) Funding Resolution (\$275,000)

The General Manager stated that he is requesting that the Board authorize him to apply to the State of West Virginia for 5316 (JARC) (\$275,000) funding from the New Freedom program.

Ronald Bane Made a Motion to accept the 5317 (New Freedom) Funding Resolution as presented by the General Manager. Denny Poluga seconded the Motion.

For: All

Opposed: None

D. Route And Service Expansion Planning Progress

The General Manager stated that he and the Mountain Line staff have been working on a proposal to present to the Mountain Line Transit Board Members to expand service by shortening route times and increasing frequency of trips, expanding the evening service and increasing weekend service.

E. Bus Purchase Grant (\$432,000) and Approval

The General Manager stated that he has requested a grant from the West Virginia Division of Public Transit in the amount of \$432,000.00 to replace nine buses that are past their useful life.

Hugh Keirig Made a Motion that the General Manager apply for the \$432,000.00 to purchase nine new buses with the smaller bodied 18 (16+2) passenger buses currently available under State Purchase Contract. Ronald Bane seconded the Motion.

For: All

Opposed: None

Asel Kennedy Made a Motion that if Mountain Line Transit does not receive the Grant from the West Virginia Division of Public Transit that the General Manager purchase from the Capital Escrow account six new buses with the smaller bodied 18 (16+2) passenger buses currently available under State Purchase Contract at \$60,000.00 each for a total of \$360,000.00. Ronald Bane seconded the Motion.

For: All

Opposed: None

F. Ford Engine Diagnostic Computer Purchase (\$2,500)

The General Manager stated that the with the purchase of the new ford vans the Maintenance staff will need the Ford Engine Diagnostic Computer Software to trouble shoot mechanical issues with the vans.

Hugh Kierig Made a Motion that the General Manager purchase the Ford Diagnostic Computer Software for the amount of \$2,500.00 from Capital Escrow contingency fund. David Flynn seconded the Motion.

For: All

Opposed: None

Adjournment:

David Flynn Made a Motion to adjourn at 7:30 PM.