
**MONONGALIA COUNTY URBAN MASS TRANSPORTATION AUTHORITY
BOARD OF DIRECTOR'S MEETING MINUTES**

Approved Version

October 13, 1999

MONONGALIA COUNTY URBAN MASS TRANSPORTATION AUTHORITY

BOARD OF DIRECTORS MEETING

OCTOBER 13, 1999

AUTHORITY MEMBERS PRESENT AT CALL TO ORDER:

Bob Roberts
Sandy Holepit
John Spears
James Caravasos
Frank Salucci

OTHER PERSONNEL PRESENT:

David Bruffy
Melissa Burch

CALL TO ORDER:

Treasurer Frank Salucci called the Transit Board Meeting to order at 6:01 p.m.

EXECUTIVE SESSION:

James Caravasos motioned and Bob Roberts seconded to enter into Executive Session to discuss personnel issues.

For: All Present and Voting Opposed: None

Jenny Dinsmore joined the meeting during Executive Session at 6:05 p.m.

David Martinelli joined the meeting during Executive Session at 6:17 p.m.

REGULAR SESSION:

Frank Salucci motioned for the Authority to return to Regular Session at 7:15 and to relinquished order to President Jenny Dinsmore.

APPROVAL OF MINUTES:

Sandy Holepit stated that she had not had the opportunity to review the minutes so they should not be submitted for approval.

John Spears made a motion to table the minutes until the next meeting. Frank Salucci seconded that motion.

For: All Present and Voting Opposed: None

Sandy Holepit requested that she also be provided with a copy of the tape of the meeting minutes in the future so that she could listen to the meeting herself. She further requested that the transcript of each meeting be provided

to her at least two weeks prior to the meeting. Mr. Bruffy stated that a copy of the taped meeting could be provided and that an earnest effort would be made to provide the draft of the minutes two weeks prior to the meeting. Mr. Bruffy indicated that the timeliness of the draft of the minutes normally depends upon the workload within the office.

GENERAL CORRESPONDENCE:

Correspondence included the monthly Welfare to Work Report, Phone Log, and In-Kind Services Report.

Other correspondence included letters to the County Commission concerning route changes and a letter providing the Commission with requested information in regards to Authority by-laws.

Questions, issues, and suggestions from riders, as well as Mr. Bruffy's responses were included in correspondence as well.

OLD BUSINESS:

A. Stone Embezzlement Case Update

Mr. Bruffy indicated that he had attended the Restitution Hearing for former Mechanic Mitchel Stone. Mr. Bruffy and Dr. John Spears attended the Sentencing Hearing on Tuesday, October 12, 1999 in front of Judge Clawges. Dr. Spears made a presentation on behalf of the Authority and Judges Clawges ruled that Mr. Stone was guilty and leveled a one to ten year state prison sentence, as required by statute. He issued a probationary sentence in lieu of the state sentence and included 60 days in the County Jail and further directed Mr. Stone to pay to the Authority a minimum of \$250 a month against the full amount of over \$55,000 that the Authority had been able to document. Judge Clawges further indicated that if there were assets that could be captured that were purchased with Authority money, those assets could be liquidated and the Authority could receive additional funding.

Frank Salucci motioned for a letter to be drafted to Judge Clawges indicating that the Authority is disappointed with the minimal sentence that Mr. Stone received as compared to the severity of the crime. John Spears seconded the motion.

For: All Present and Voting Opposed: None

FINANCIAL REPORT:

Revenue as compared to last year has slightly increased, with ridership decreasing as was expected with the recent route changes. A 25% - 45% decrease was expected with route changes. The actual decrease has been approximately 15%.

Frank Salucci motioned to approve the monthly Finance Report and David Martinelli seconded the motion.

For: All Present and Voting Opposed: None

NEW BUSINESS:

A. Main Street Morgantown Presentation

The presentation by Main Street Morgantown was postponed.

B. Bus Route Updates

Mr. Bruffy reviewed the most recent changes and updates to the routes, including service 57 times a day to/from the Senior Center/Courthouse area, a change to the Southside route in which a portion of the route will now be by request only, minor changes to the Tyrone and Green routes and the establishment of Green Line passes for

some passengers that experienced a higher fare when traveling to the Mountaineer Mall due to the location of their residences in accordance to the new routes.

Sandy Holepit requested that any outdated schedules be retrieved from the Court House and replaced with updated schedules. Ms. Holepit also requested information as to whether passengers Johns and Weedfall had been taken care of. Mr. Bruffy indicated that he had spoken to Mrs. Johns and solved her transportation issue. After discussion, it was noted the Mrs. Weedfall had been issued a Green Line pass.

John Spears indicated that he wished to poll the drivers present as to the current status of the transition and the new routes. Everett Beckner stated that of the routes that he has driven thus far, he has liked them. He further stated that he was glad to see more service to the outlying areas of the county with the new routes. Jim Huffman indicated that the drivers wished to meet again with the Authority in order to work out any remaining issues with the routes. After discussion, a meeting was planned for Wednesday, October 20, 1999 at 6:30 p.m. This will be a working session and the Board will plan to attend as well. Driver David Beatty indicated that he was concerned about riders that were no longer using the system.

C. Additional Planned Changes – Red Line and Gold Line

Mr. Bruffy reviewed additional, possible changes to the remaining routes, specifically the Red and Gold routes. Such changes may address some of the riders that driver David Beatty referred to. Some are having a problem making the connection at the Health Department, due to a waiting period and/or a gap in the routes. Mr. Bruffy suggested three different options that Mountain Line could present to riders in order to promote their involvement in the determination of how the routes should be modified. The first option would be to allow the routes to remain as they are because the routes are working for some and because to change them would create at least a small amount of confusion for those that have become accustomed to these routes. The second option would move the departure times for the Red and Gold routes to begin at either the top of the hour or at half past the hour. This would alleviate confusion as to start times but would require a waiting period for many riders when changing buses. The third option would be to move to a revolving schedule where in some cases, a physical transfer would not need to be made by a rider. With this option, however, the start times for the routes would need to be staggered and may be confusing.

Mr. Bruffy indicated that the riders should be polled regarding these options. Frank Salucci suggested that a comment card be provided to riders regarding these possibilities and other transportation problems. Mr. Bruffy suggested that a paper coupon could be provided to riders through the Dominion Post in order to assist Mountain Line in helping those that are still having problems.

Also discussed were parking issues at the Health Department, including moving the buses to the other side of the building due to the problem with bus fumes entering the building while the buses were parked between runs. Facility work should also be completed due to problems that may occur during inclement weather. Also discussed was the issue of restroom facilities when the Health Department is closed. This issue may be solved if the option of a revolving schedule is chosen, because drivers would be coming to the Depot each hour.

D. Public Discussion and Comments on Bus Route Changes

Commissioner Bob Bell addressed some phone calls that he received regarding service after the WVU football games. These riders apparently had problems when they came downtown after the game and then attempted to go back to the other side of town. This could have been due to the traffic patterns enforced after football games. Saturday ridership in general was also discussed. Saturday service has always been low and has not shown much change since the new routes were implemented. President Dinsmore directed that the issue of overall Saturday service be placed on the agenda for discussion at the driver meeting.

E. Request to Purchase Surplus Property – 1991 Ford Van

A request was made by the Friendship Baptist Church to purchase Mountain Line's 1991 Ford Van for \$200.

David Martinelli motioned to accept the \$200 bid and Bob Roberts seconded the motion.

For: All Present and Voting Opposed: None
F. Complaint Policy and Procedure

Mr. Bruffy addressed the previously discussed need to amend and improve the procedure for filing complaints. Bob Roberts researched and drafted a new complaint form, which undertook the basic objective of making the procedure fair for the riders and drivers. Three categories, Not Involved, Sustained, and Sustained-Other were added to the form. President Dinsmore directed minor grammatical changes and John Spears noted that this was an attempt to improve our existing complaint procedure.

John Spears motioned and James Caravasos seconded to accept the amended complaint procedure and form.

For: All Present and Voting Opposed: None

G. Beechurst Turning Lane

Mr. Bruffy requested the David Martinelli assist and provide direction in determining the most likely research options regarding the establishment of a turning lane on Beechurst Avenue. One suggestion would be to convert the turning lane to a bus lane during certain hours of the day. Mr. Martinelli offered to consider the issue and report back to the Authority regarding options and requested that the drivers and other Board members bring to his attention other ideas and possible traffic pattern problems that they become aware of.

H. Mon County Schools Foundation Advertising Solicitation

A request was received from Monongalia County Schools asking Mountain Line to purchase advertising on school playing fields. Discussion was held regarding the request and Frank Salucci indicated that he would rather utilize dollars improving Mountain Line routes and for other related purposes.

Frank Salucci motioned that the Authority decline to advertise with the Mon County Schools Foundation. Sandy Holepit seconded the motion

For: All Present and Voting Opposed: None

Sandy Holepit requested the floor to bring up a motion under New Business. President Dinsmore granted this request.

Ms. Holepit motioned that in light of certain things that she was declining to bring up at the time of the meeting she would like to see that starting immediately the General Manager stay positive and on-course with the wishes of the Board without any further political confrontations or any other public confrontations with any political body or persons. John Spears seconded this motion for purposes of discussion. President Dinsmore called for discussion. No discussion was held.

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

Sandy Holepit then motioned that the Board consider very seriously a letter of reprimand be placed in the file of David Bruffy for crossing the line and confronting County Commissioners on the basis of what she felt were very unprofessional confrontations and for not doing the Board, the Transit Authority, or the people of the county any good. John Spears seconded the motion.

Discussion was requested and Frank Salucci requested that Ms. Holepit's motion be stated again for clarification. Ms. Holepit stated that she would like to have a letter of reprimand placed in Dave Bruffy's file

because of public confrontations with the County Commission on the radio which she felt damaged and does damage the Board, Transit Authority and the people of the county.

Frank Salucci indicated for discussion that he had not heard the radio and could not say anything without hearing the broadcast. David Martinelli indicated that he felt Ms. Holepit should withdraw the motion and that he could not be asked to comment or vote on something that he had not heard.

Mr. Bruffy requested the floor stating that the motion was rather upsetting because Ms. Holepit did not hear the radio broadcast and that the broadcast was a public radio address. Mr. Bruffy further stated that Ms. Holepit had made an implication that he acted improperly and in an unprofessional manner without any form of substantiation. Lastly, he stated that she had made this implication without allowing him the opportunity to address what she claimed was a misrepresentation of the Authority and an unprofessional act. He stated that for her to do so in a public forum was in and of itself an unprofessional act.

Frank Salucci asked whether Ms. Holepit had heard the radio show. Ms. Holepit stated that she had not. Frank Salucci stated that he had some concerns about the fact that she had not heard it because he did not want go by hearsay or second hand information.

President Dinsmore indicated that the motion needed to be voted on and another motion could then be entertained if a Board member wished to present one.

Mr. Martinelli requested that Ms. Holepit withdraw the motion due to the fact that she had not heard the broadcast and that many of the other Board members also had not heard the broadcast.

Ms. Holepit stated that she would withdraw the motion on the grounds that a meeting be set up in which the Board would hear the broadcast. Mr. Martinelli indicated that one could not set grounds for withdraw of a motion.

Ms. Holepit withdrew the motion and Mr. Spears withdrew his second.

Ms. Holepit then made a motion that the Board call a special meeting to look into the tape of the WAJR program and other evidence that concerned Mr. Bruffy and the County Commission so that the Board could take everything under advisement. John Spears seconded the motion and Jenny Dinsmore called for discussion.

President Dinsmore asked a representative of WAJR attending the public meeting whether tapes of previous programs were available such as the tape of the program in which President Pyles had made comments about the Authority and the members of the Authority. He indicated that he did not know that information but that the program hosts could be contacted in order to determine whether tapes were available.

Frank Salucci offered an amendment to Sandy Holepit's motion that the meeting would take place if the two tapes in question could be reviewed. Ms. Holepit accepted the amendment.

For: All Present and Voting Opposed: None

David Bruffy requested that as was his right under state law any discussion related to these issues be discussed with him and be held in an open, public forum and that nothing be discussed in Executive Session.

David Martinelli made a motion that all discussions be held in a public forum. Bob Roberts seconded the motion.

President Dinsmore asked for discussion and Frank Salucci asked for clarification as to holding the discussions in a public forum. Mr. Bruffy clarified that he requested that everything discussed occur in public session and that the public and the press be notified and invited.

David Martinelli reiterated his motion and Frank Salucci seconded the motion.

For: All Present and Voting Opposed: None

GENERAL MANAGER'S REPORT (as printed)

Information

- 1) Mountain Line's second Financial and Compliance Audit was completed in September and I anticipate a report from Tetrick and Bartlett within the next couple of months. I will pass a copy of the Audit findings to the Authority as soon as they become available.
- 2) Mountain Line again supplied shuttle service for the Wine and Jazz Festival at Chestnut Ridge Park. During the course of the two-day event, Mountain Line transported 3,592 passengers.
- 3) On September 23, I met with Mr. Richard Hartman of the WV Department of Transportation to discuss potential funding for the Trolleys for Downtown Morgantown. Others in attendance at the meeting included: Jeff Burdoff from the City of Morgantown, Terri Cutright from main Street Morgantown, Bill Spence from the WV Development Office and Susan O'Connell of the WV Division of Public Transit.
- 4) Mountain Line hired four additional part-time drivers in September. The new employees are Mr. Jerry Chadwell, Mr. Roy Hunt, Mr. Chris Smith and Mr. Steve Holt. I invite you to introduce yourselves to these new employees. I am certain you will find these gentlemen to be a great addition to our workforce.
- 5) I also had the opportunity to meet with our Drivers at an informal meeting on September 28th. This meeting was at the request of the Drivers to discuss the new routes, needed changes and other suggestions for route improvements. I was very pleased by their effort and some excellent ideas were put forth. Some of the changes are already in effect and most of the remaining suggestions will be implemented in the next month. Again, Mountain Line employees have shown their sincerity, concern and loyalty to their organization and the public they serve so well. Their efforts as public employees are commendable.

WORK PLAN PROGRESS REPORT:

Mr. Bruffy reported that fire extinguisher training still needed completed for the drivers.

COMMITTEE REPORTS:

Frank Salucci gave the Authority an update on the access road to south University Avenue. A piece of property has been purchased from a private owner and completion of the road is soon expected.

ADJOURNMENT:

James Caravasos moved to adjourn at 8:55. Frank Salucci seconded.

For: All Present and Voting Opposed: None

Respectfully Submitted,

Sandy Holepit
Secretary of the Board

