

# MONONGALIA COUNTY URBAN MASS

## TRANSPORTATION AUTHORITY

### BOARD OF DIRECTOR'S MEETING

**APRIL 13, 2005**

**AUTHORITY MEMBERS PRESENT:**

David Flynn  
Larry Calemine  
James Manilla  
Asel Kennedy  
Jenny Dinsmore

**AUTHORITY MEMBERS NOT PRESENT:**

Kevin Buckley

**OTHER PERSONNEL PRESENT:**

David Bruffy  
Wayne Pifer  
Sheila M. Wolfe

**CALL TO ORDER:**

The Transit Authority Board Meeting for April 13, 2005 was called to order at 6:00 P.M.

**READING AND APPROVAL OF MINUTES (March 09, 2005)**

David Flynn made a Motion to accept the March 09, 2005 Board Meeting minutes. Larry Calemine seconded the Motion.

**For: All Present and Voting**

**Opposed: None**

**PRESENTATION**

**A. March 2005 Driver of the Month**

The Board announced the Authority's March 2005 Driver of the Month, Mr. Robert Lee. The Board also recognized Ray St. Clair, Jake Cress, Jim Huffman and Terry Lewis for their outstanding performance during the month of March 2005.

**B. Top Drivers of 2004**

**Board President Bob Roberts** presented each driver with a plaque from the Transit Authority. The Board recognized:

- 2.) Robert Lee
- 3.) Bobby Dille
- 4.) James Huffman
- 5.) James Cress

**C. Driver of the Year for 2004**

**The General Manager** stated that the driver of the year was determined by the average of their 12 monthly evaluations. Board President Bob Roberts announced that the driver of the 2004 year is Mr. Clinton Burns.

**Board President Bob Roberts** presented the driver of the year with a plaque from the Transit Authority. Mr. Clinton Burns, as the driver of the year, will be the Transit Authority's nominee for the State's Driver of the Year and will attend the annual awards banquet held by West Virginia Transit Association in August at the Radisson in Morgantown, West Virginia.

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**OPPORTUNITY FOR PUBLIC COMMENTS:**

- Nick Hein, a commuter from Morgantown to South Fairmont works at the High Tech Center. He rides the Fairmont bus. He asked the Transit Authority Board to develop a regular bus service that would serve at regular intervals between Morgantown, Fairmont and possibly to Clarksburg. He suggested that the Board consider a bus route that would run up and down I-79 to the South Fairmont Exit and would run late enough in the evening to shuttle the commuters back to Morgantown.

**Bob Roberts** asked that the General Manager look at what it would take to financially support this bus route and how marketable this service would be.

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**Monthly Data Summaries/Correspondence**

**The General Manager** stated that the passenger trips for March 2005 were 33,716 and were down -5 % for March of 2004, and were unchanged when compared to trips for calendar year 2005. Disabled passenger trips were up 4 %, senior passenger trips were down -17% and West Virginia University "Ride with I.D." were down - 6 %. The Transit Authority traveled 56,591 miles for the month of March, made 2,275 schedules, answered 110 Rail Trail questions, and answered over 4,216 phone calls. In the month of March there were over 126,000 hits on the web site.

**The General Manager** stated that the West Virginia Public Transit Association and the Governor's Office have nominated Mountain Line Transit for a United We Ride Leadership award for our coordination efforts.

**FINANCIAL REPORT:**

**A. Approval of the March 2005 Monthly Financial Report**

**The General Manager** stated with the current fuel prices, he estimates that the Transit Authority will be 35 % over the budgeted fuel line.

**Larry Calemene Made a Motion to accept for audit the Financial Report as presented for March 2005. Jenny Dinsmore seconded the Motion.**

**For: All Present and Voting**

**Opposed: None**

**B. Fiscal Year 2005-2006 General Fund Budget**

**Jenny Dinsmore Made a Motion to accept the General Fund Budget as presented by the General Manager for fiscal year 2005-2006. David Flynn seconded the Motion.**

**For: All Present and Voting**

**Opposed: None**

**C. Fiscal Year 2005-2006 Capital Escrow Account Budget**

**Larry Calemine Made a Motion to accept the Capital Escrow Account Budget for fiscal year 2005-2006 as presented by the General Manager. Jenny Dinsmore seconded the Motion.**

**For: All Present and Voting**

**Opposed: None**

#### **D. Fiscal Year 2004-2005 Audit Report**

**The General Manager** stated that the only finding in the audit was separation of duties, a finding that was cost prohibitive to correct.

**Larry Calemine Made a Motion to accept the Audit Report for fiscal year 2004-2005 as presented. David Flynn seconded the Motion.**

**For: All Present and Voting**

**Opposed: None**

#### **OLD BUSINESS:**

##### **A. Maintenance Facility Update**

**The General Manager** stated that the contractors are clearing the upper lot, and doing the interior finishing stages. The expected completion date is June 2005.

##### **B. 2004-2005 Goals and Objectives Update**

**The General Manager** presented the progress report Goals and Objectives monthly update to the Transit Authority Board for their review.

#### **NEW BUSINESS:**

##### **A. General Managers Evaluation**

**President Bob Roberts** stated that he would write the General Manager's evaluation with any comments that other Transit Authority Board Members would like to have him consider.

**Jenny Dinmore** requested a salary increase for the General Manager be considered to bring him in line with other Transit Directors in the State of West Virginia.

David Flynn and Larry Calemine will review a salary survey of other managers of transit systems and will make a recommendation to the Transit Authority Board at the May 2005 board meeting.

##### **B. I-79 Express Survey Results**

**The General Manager** stated that the first phase of the survey asked the public if there was any interest in the proposed service. The Transit Authority received 203 responses on-line, 184 of these responses were positive. Over 80 % said they would pay \$15.00 for a one way trip, 36 % said they would like internet service, and 65 % chose Charleston, West Virginia, as their destination. Other destinations were Bridgeport, Fairmont, and Flatwoods. In phase two there were 127 responses, for a 69 % response rate. Most respondents stated that their starting point would be Morgantown. This phase was intended to find out how often potential riders would be using the service and what their destination would be and why. Of the 127 respondents, 76% said that they would like to see similar service to other destinations. The General Manager suggested that the Transit Authority forego their original implementation date of July 1, 2005 and hold a series of Public Hearings and gather more information for a projected possible start date in 2006.

**C. Bus Lift Bid Approval (Estimated \$25,000-\$30,000, Bid Open 4/11/05)**

**The General Manager** stated that he had received four bus lift bids and all of the bids came in under the budgeted amount. It was requested that the Transit Authority Board authorize the General Manager to accept the best bid after the bids have been evaluated and inspected in operation at other locations.

**Asel Kennedy** wanted safety features to be considered when deciding which bus lift bid would be accepted.

**Jenny Dinsmore Made a Motion to authorize the General Manager to accept the best bid after the bids have been evaluated and inspected in operation at other locations. Larry Calemine seconded the Motion.**

**For: All Present and Voting**

**Opposed: None**

**D. Citizen Advisory Committee Application (Orange Line)**

**The General Manager** stated that there had been an application for the Citizen Advisory Committee as the Orange Line representative from Margaret Carrico.

**David Flynn Made a Motion to appoint Margaret Carrico as the representative of the Orange Line for the Citizen Advisory Committee. Jim Manilla seconded the Motion.**

**For: All Present and Voting**

**Opposed: None**

**EXECUTIVE SESSION (To discuss legal matter and a personnel matter)**

**Jenny Dinsmore Made a Motion to go into executive session at 7:05 PM.**

**The Transit Authority Board returned to regular session at 7:15 PM**

**ADJOURNMENT**

**Jenny Dinsmore Made a Motion to adjourn at 7:16 P.M.**