

Approved Version**MONONGALIA COUNTY URBAN MASS TRANSPORTATION AUTHORITY****BOARD OF DIRECTORS MEETING****JUNE 14, 2000**

AUTHORITY MEMBERS PRESENT:

Jenny Dinsmore

Dave Martinelli

John Spears

Sandy Holepit

Jim Caravasos

Bob Roberts

OTHER PERSONNEL PRESENT:

David Bruffy

Wayne Pifer

NOT PRESENT:

Frank Salucci

CALL TO ORDER:

The Transit Board Meeting was called to order at 6:31 p.m.

APPROVAL OF MINUTES:**Jim Caravasos motioned to approve the minutes for May. Bob Roberts seconded the motion.****For: All Present and Voting Opposed: None****GENERAL CORRESPONDENCE:**

A copy of the Grafton Van Run place mat advertisement has been included in the board package.

FINANCIAL REPORT:

Revenue for passengers was down due to the WV DHHR changing our billing process without informing the Authority. The WV DHHR paid \$200 on a \$2,000 Invoice sent to them in May. The Authority's billing process had been to bill the State for each individual rider on a monthly basis. The State now wants the Authority to bill on a daily basis for each ride.

Bob Roberts motioned the board to accept the Financial Report. David Martinelli seconded the motion.**For: All Present and Voting Opposed: None****OLD BUSINESS:****A. Former City Employee Health Insurance Retirement Benefits**

At the direction of the Board, the General Manager wrote a letter to the City of Morgantown asking for clarification of health insurance coverage for former City of Morgantown employees. A responding letter from the City Attorney stated that technically, health insurance is not part of the City of Morgantown Employees Retirement Benefit Fund and therefore former City Employees are not entitled to the City's health insurance plan. The point of the Authority's letter to the City was that State Statute covering the consolidation of transit systems does not address this specific issue. However, the clear intent of the Statute is that employees should not lose retirement benefits due to consolidation. Based on the City's response, former City Employees will lose a retirement benefit.

Bob Roberts motioned to send a letter concerning this matter to the State Attorney General's Office asking for a review and opinion on this matter. James Caravasos seconded the motion.

For: All Present and Voting Opposed: None

NEW BUSINESS:

A. Consideration for Approval of FY 2000-2001 Operating Budget

President Dinsmore questioned the decline in charter revenue in FY 1999-2000. The General Manager reported that charter revenue was down due to last year's football season with the Authority transporting approximately 50% of the usual riders to football games. Additionally, the General Manager reported that there were not as many incidental charters and extra runs as the year before.

Bob Roberts motioned to approve the FY 2000-2001 Operating Budget. James Caravasos seconded the motion.

For: All Present and Voting Opposed: None

B. Consideration for Approval of FY 2000-2001 Capital Escrow Account Budget

Additional money has been put into the Capital Escrow Account for bike racks for the new buses. Two other capital items were added to the Escrow Account: a transmission jack for the mechanics and a bar gauge (engine diagnostic equipment). Money was put back into the account (\$5,000) for a service vehicle.

James Caravasos motioned to approve the FY 2000-2001 Capital Escrow Account Budget. Sandy Holepit seconded the motion.

For: All Present and Voting Opposed: None

C. Exterior Bus Advertising Contract Expiration

The exterior bus-advertising contract with Open Road Advertising expires July 18, 2000. Open Road has a potential whole bus advertisement with Pepsi and the General Manager recommended that the Authority use one bus for advertising if this contract is negotiated. The General Manager recommended the Authority not procure any other exterior bus advertising at this time.

Bob Roberts made a motion to accept the General Manager's recommendation. John Spears seconded the motion.

For: All Present and Voting Opposed: None

D. Consideration for Approval of Updated EEO/AA Plan and Policy Statement

An updated EEO/AA Plan and Policy was submitted to the Authority for their consideration.

David Martinelli made a motion to approve the Updated EEO/AA Plan and Policy Statement. Sandy Holepit seconded the motion.

For: All Present and Voting Opposed: None

E. Consideration for Approval of Amended Substance Abuse Policy

An updated Substance Abuse Policy was presented to the Board for their consideration. This new policy included recommended changes provided by the WV Division of Public Transit in a recent policy and program review.

Bob Roberts motioned to approve the Substance Abuse Policy. James Caravasos seconded the motion.

For: All Present and Voting Opposed: None

F. Consideration for Purchase Approval of Trolley Advertisement Racks (\$1,500 from Capital Escrow Contingency Line Item)

Mainstreet Morgantown has requested assistance from the Authority to buy advertisement racks for the inside of the two new Trolley Buses to be used in the Downtown Jitney Route. Mainstreet requested the Authority provide \$1,500 dollars (half the total) for this equipment. As a part of this proposal, Mainstreet will reimburse the Authority with the first \$1,500 dollars of advertising revenue.

David Martinelli motioned to approve the purchase of advertisement racks for the trolley buses. James Caravasos seconded the motion.

For: All Present and Voting Opposed: None

G. Board Goals and Objectives for 2000-01

The General Manager has listed 9 items:

1. Service Consolidation with WVU
2. Initiate Trial "Night Rider" Program with WVU (Aug. 2000)
3. Initiate Downtown-Wharf District Jitney Shuttle (Sept. 2000)
4. Provide Temporary Shuttle Service for 200 WVU Construction Workers (Aug. 2000) (Contract shuttle worker at \$23.00 per hr.)
5. Install New Logo's on Vehicles
6. Install Bus Stop Shelters
7. Install Bus Stop Signs
8. Promote Redesigned and New Service Routes
9. Continue Work on New Maintenance Facility

James Caravasos made a motion to authorize the General Manager to enter into a contract with WVU to provide temporary shuttle services for WVU construction workers. David Martinelli seconded the motion.

For: All Present and Voting Opposed: None

The Board asked that there be additional discussion on Board Goals and Objectives at the next regular meeting.

A. Board Meeting Time Change

The Board discussed the current meeting time 6:30 p.m. which will allow for the heavy flow of traffic. Now that the majority of students have left town, traffic is much more manageable and the Board discussed changing the meeting time to 6:00 p.m.

Bob Roberts motioned to change the meeting time to 6:00 p.m. Sandy Holepit seconded the motion.

For: All Present and Voting Opposed: None

GENERAL MANAGER'S REPORT

1. I am pleased to inform the Board that our ridership numbers are continuing to increase. I have attached a day by day comparison for ridership numbers of May versus ridership since January 12, 2000 when final changes were implemented under the new route schedule. I have also attached an interesting analysis of cost-per-mile for service since the Authority's inception in 1996. The Authority's cost per mile of service was less than \$1.50 in the month of April.
2. The Authority recently received some good financial news. State ratings were released in May that shows our Worker's Compensation payment rate has dropped from 5.34% in 1998 to 3.67%. This new, lower rate is reflected in the proposed operating budget for Fiscal Year 2000-2001.
3. I have enclosed a wage and hour survey for drivers and mechanics among West Virginia Public Transportation Agencies. The Division of Public Transit prepared this survey. Based on the proposed rate increase for Drivers to \$10.87 per hour and \$11.43 and \$9.69 for Mechanics, the Authority's wage rates for FY 2000-01 are comparable to our sister agencies throughout the state.
4. I have attached correspondence from WVU's Office for Social Justice regarding the University's accessible transportation services. The Authority has received some fallout from this action and will likely experience additional complaints from former WVU riders. As you will note in Ms. McIntosh's memorandum, it is not made clear that the Authority cannot access all locations served by the University's smaller vehicles nor does the memorandum indicate our hours of operation. Administration is working to meet the needs of as many former WVU riders as possible, but I thought it prudent that the Board have the opportunity to review Ms. McIntosh's correspondence so that you might better respond to any questions or concerns you might receive in this regard.
5. I have attached a letter from Director O'Connell inviting the Authority to attend a presentation of vehicles in Charleston on June 26. The Authority will be represented at the ceremony and will likely receive our two, new Goshen Coaches. If you are interested in traveling to Charleston please let me know so that I can inform you of our transportation arrangements to the ceremony.
6. On a final note, I am pleased to announce that Authority employees, including Board Members, now have the benefit of a direct deposit payment option for their earnings. Our Assistant Manager for Administration has arranged for direct deposit so that there will be no cost to the Authority or employees who wish to take advantage of this service.

COMMITTEE REPORTS

None.

PRESENTATION TO FORMER AUTHORITY PRESIDENTS

A plaque was presented thanking previous Board Presidents for their dedication and service to the Authority. Those receiving this presentation were Jenny Dinsmore, President 1997-98 and 1999-2000, and Frank Salucci, President 1998-99.

ADJOURNMENT

The meeting adjourned at 8:00 p.m.

Bob Roberts motioned for adjournment. James Caravasos seconded the motion.

For: All Present and Voting Opposed: None

