

MONONGALIA COUNTY URBAN MASS

TRANSPORTATION AUTHORITY

BOARD OF DIRECTOR'S MEETING

September 12, 2007

Authority Members Present:

Bob Roberts
Jenny Dinsmore
James Manilla
Asel Kennedy
David Flynn

Authority Members not Present:

Larry Calemine
Kevin Buckley

Other Personnel Present:

David Bruffy
Wayne Pifer
Heather Lemansky
Sheila M. Wolfe

Call to Order:

The Transit Authority Board Meeting for September 12, 2007 was called to order at 6:00 P.M.

Reading and Approval of Minutes (August 08, 2007)

Jenny Dinsmore made a Motion to accept the August 08, 2007 Board Meeting Minutes as presented. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

Presentations:

A. August 2007 Driver of the Month

The Board announced the Authority's August 2007 Driver of the Month, Mr. Jake Cress. The Board also recognized Bill Smith, Terry Lewis, Jim Huffman, and Tom Jones for their outstanding performance during the month of August 2007.

Monthly Data Summaries/Correspondence:

The General Manager stated that the passenger trips for August 2007 were 69,773 and were up 33% compared to August of 2006, and were up 46 % for total passenger trips for the calendar year 2007 compared to calendar year 2006. Disabled passenger trips were down 39%, senior passenger trips were down 14% and West Virginia University "Ride with I.D." was up 41% compared to August 2006. During August 2007, the Transit

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Initials_____

Authority traveled 86,154 miles, answered 48 Rail Trail questions, and answered over 3,630 phone calls.

The General Manager stated that personnel changes include Dennis Brozik, David Headley, Mike Fisher, and George Capalla being hired as Full-Time Bus Driver; Daniel Barker was hired as a Part-Time Van Driver; and Nathaniel Ayer was hired as Part-Time Receptionist for the depot. June O'Brien was promoted to Full-Time Grey Line Data Entry Clerk. Mountain Line Transit has accepted the resignations of Joanne Mahnken, Marketing Officer and Bobby Dille, Full-Time Bus Driver.

The General Manager stated that West Virginia University requested the Authority put a flyer on the Mountain Line buses to advertise for participants in a sleep study. The General Manager showed the Board Members a copy of the 8 ½ x 11 flyer for their review.

Asel Kennedy stated recommended the Authority put the flyer on the buses for five days, and **the** Board agreed by consensus.

The General Manager provided copies of the new 11 x 17 route schedules for the Transit Authority Board to review. He stated that the format, layout, and maps have been updated. He also stated that a Master Route Map 24 x 36 with basic information about all sixteen routes is being created.

Financial Business:

A. August 2007 Financial Report

The General Manager reviewed the financial report for August 2007 with the Board Members.

David Flynn Made a Motion to accept for audit the Financial Report as presented for August 2007. Jenny Dinsmore seconded the Motion.

For: All Present and Voting

Opposed: None

B. Fiscal Year 2007-2008 Budget Amendment-\$109,373 (pro-rated West Run Housing)

The General Manager stated a budget amendment is needed to allocate the pro-rated West Run Housing funds of \$109,373 in to the appropriate lines in the General Fund Budget.

Jenny Dinsmore Made a Motion to accept the Budget Amendment for fiscal year 2007-2008 to the General Fund in the amount of \$109,373 (pro-rated West Run Housing) as presented by the General Manager. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

C. Fiscal Year 2007-2008 Budget Amendment to the Capital Escrow Fund of \$ 20,425.51

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Initials_____

Asel Kennedy Made a Motion to accept the Budget Amendment for fiscal year 2007-2008 to the Capital Escrow fund for the amount of \$ 20,425.51 to be applied to Granville Parking Lot Development as presented by the General Manager. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

D. Capital Escrow Account Signatories

The General Manager stated that a motion is required naming who the signatories are on the Capital Escrow Account. The account requires two signatures.

Jenny Dinsmore Made a Motion that the Mountain Line Transit Authority Board President, currently Bob Roberts and Mountain Line Transit Authority Board Treasure, currently Asel Kennedy, Mountain Line Transit Authority General Manager currently, David Bruffy and Mountain Line Transit Assistant Manager, currently Wayne Pifer be added as Signatories to the Capital Escrow account. James Manilla seconded the Motion.

For: All Present and Voting

Opposed: None

Old Business:

A. Westover Parking Lot Update

The General Manager stated that approximately \$82,000.00 has been spent on the parking lot. The foundation has been completed and there are some other items that will need to be completed before it is ready for use.

B. Master Plan Update

The General Manager stated that he had met with Ryan Ferguson, of Baker, Inc. and provided him with various data needed from the Transit Authority in order to start the transit study. The General Manager summarized some of the projects that they would like to be considered in the Master Plan.

New Business:

A. High School Student Free Ride Program

The General Manager stated that a copy of the proposal for the High School Student Ridership Incentive Program is included in the Board Packet for the members to review. He stated that this program could be put in place as a temporary Market Demonstration Project. The Youth Commission would be responsible for signing up students who would be willing to pay a \$5.00 fee to receive a card that would allow them to ride any Mountain Line bus, with the exception of Grey Line and Football Shuttles. The Youth Commission would have sixty days from September 13, 2007 to present fifty applications with a five dollar fee. These will be available to any 9th, 10th, 11th, or 12th grade High School students

in Monongalia County. The Program would run from January 1, 2008 to June 30, 2008 or until there has been 7,500 passenger trips. The Transit Authority Board would like for someone from the Youth Commission to attend Transit Authority Board meetings on October 10, 2007 and November 14, 2007 and give the Board Members an update on how the program is progressing.

Jenny Dinsmore Made a Motion to accept the High School Student Ridership Incentive Program as presented by the General Manager. Asel Kennedy seconded the Motion.

For: All Present and Voting

Opposed: None

Opportunity for Public Comments:

Dreama Hewitt of the Youth Commission asked in giving the Youth Commission the responsibility for recruiting and collecting the \$5.00 ID fee, would they then bring the forms and the money back to Mountain Line Transit Authority? Would this program be available to all County high school students?

The General Manager clarified that is what the agreement would entail and that any County high school student grades nine to twelve will be eligible for this program.

B. Granville Park & Ride Agreement

The General Manager presented the Granville Park & Ride Proposal to the Transit Authority Board. The General Manager has given Granville City Council a copy of Mountain Line Parking Agreement Considerations with Granville Waterfront Park and Ride for their review. The concern that the Transit Board Members need to remember when considering this is that anything that goes in ground at the site the Transit Authority would lose if the agreement with Granville was terminated. The General Manager suggested that Mountain Line Transit Authority do some pre-registrations to gauge the parking interest.

Asel Kennedy asked that the General Manager send a letter to Dan Boroff, City Manager of Morgantown, stating the Monongahela County Commission has sent their letter of agreement to provide the \$65,000.00 to subsidize the Cassville extended service.

C. Westover Park & Ride Program

The General Manager suggested that Mountain Line Transit Authority do some pre-registration to gauge the parking interest. The cost for a parking space and bus pass would be \$45.00 per month. There will be a shuttle bus that would run every 20 minutes from 7:00 AM to 6:00 PM. The route would go downtown to the PRT, behind the courthouse, and run Chestnut Street to Reed Street and come back to Westover.

D. Citizen Advisory Committee Appointment In-Touch & Concerned

The General Manager stated that Valerie Hose of In-Touch & Concerned had put in an application to serve on the Citizen's Advisory Committee and that there is an opening on the Citizen's Advisory Committee for a representative for Green Line.

Jenny Dinsmore Made a Motion that the Mountain Line Transit Authority Board to appoint Valerie Hose of In-Touch & Concerned to represent the Green Line on the Citizen's Advisory Committee. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

Adjournment:

Jenny Dinsmore Made a Motion to adjourn at 7:00 P.M.