

MONONGALIA COUNTY URBAN MASS

TRANSPORTATION AUTHORITY

BOARD OF DIRECTOR'S MEETING

November 10, 2004

AUTHORITY MEMBERS PRESENT:

Bob Roberts
David Flynn
Larry Calemine
James Manilla
Asel Kennedy
Jenny Dinsmore

AUTHORITY MEMBERS NOT PRESENT:

Bruce Gilbert

OTHER PERSONNEL PRESENT:

David Bruffy
Wayne Pifer
Sheila M. Wolfe

CALL TO ORDER:

The Transit Authority Board Meeting for November 10, 2004 was called to order at 6:00 P.M.

READING AND APPROVAL OF MINUTES (October 13, 2004)

Asel Kennedy made a Motion to accept the October 13, 2004 Board Meeting minutes. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

PRESENTATION

A. October 2004 Driver of the Month

The Board announced the Authority's October 2004 Driver of the Month, Mr. Robert Lee. The Board also recognized Ray St. Clair, Jim Huffman, Bobby Dille, Don Cummings and Jake Cress for their outstanding performance during the month of October 2004.

The General Manager stated Driver of the Year Mr. John Hemerick was in the West Virginia University Homecoming Parade.

The West Virginia Division of Public Transit honored United States Service Veterans that are employed by Mountain Line Transit by giving each Veteran a certificate.

Larry Calemine stated that he had been asked by a Citizens Advisory Member if it would be possible to receive a monthly bus pass while they are serving on the committee.

President Bob Roberts requested that it be put on the agenda for the December 2004 Transit Authority meeting.

OPPORTUNITY FOR PUBLIC COMMENTS:

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There was no one present.

OCTOBER SUMMARIES/CORRESPONDENCE:

The General Manager stated that the passenger trips for October 2004 were 37,422 and were down 1% over October of 2003, but were up 17% over total passenger trips for 2003. Disabled passenger trips were up 5 %, senior passenger trips were up 24% and, West Virginia University "Ride with I.D." was up 12%. In October the Transit Authority traveled 49,484 miles, made 620 schedules, answered 54 Rail Trail questions, and answered over 3,202 phone calls.

The General Manager stated that Peggy Kovalcheck was hired for a driver position.

FINANCIAL REPORT:

A. Approval of the October 2004 Monthly Financial Report

Jenny Dinsmore Made a Motion to accept for audit the Financial Report as presented for September 2004. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

OLD BUSINESS:

A. Maintenance Facility Update

The General Manager stated that the pre-bid meeting for the bus wash was November 11, 2004. Three manufacturers attended the meeting. The building roof is complete, the siding should be completed by the end of the week, the windows within the next two weeks and most of the concrete work has been finished. The heating unit for the administration area has been installed.

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.

C. Fun Committee Trips to Wheeling

The General Manager stated that there had been a survey completed by Mountain Line employees to determine interest in a fun committee trip either Wheeling Downs or Oglebay Lights. There was a total 26 people who signed up for the trip to the Oglebay Lights. There will be a sign up sheet to confirm who will be going posted in the depot kitchen.

D. Free Ride for November 2 Election Results (1,495 Passenger Boarding, +3.8% above monthly average

The General Manager stated that there was a 3.8% increase in ridership for Election Day compared to an average day, in the month of November.

NEW BUSINESS:

A. Special Olympics Request for Bus Service (\$320 dollars), Janet Scarcelli Presenting

Janet Scarcelli asked if Mountain Line Transit would be one of the sponsors by providing a shuttle from Lakeview to Cheat Lake for the Special Olympics West Virginia Polar Plunge: Cheat Lake Chiller on February 12, 2004.

The General Manager stated that the cost for the bus and driver would be \$320.00.

The Board members agreed by consensus that it is the Transit Authority's policy not to provide free service.

B. Purchase of two Bike Racks

The General Manager stated that two more bike racks were needed to have a bike rack on all of the larger Goshen buses. He stated that as we retired a bus the bike rack could be transferred to a new bus.

Larry Calemine Made a Motion to purchase two bike racks as presented by the General Manager. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

C. Consideration for Approval of Amended Substance Abuse Policy

The General Manager stated that the Substance Abuse Policy has been amended and he is asking for the approval of the Transit Authority Board.

Jenny Dinsmore Made a Motion to accept the amendment Substance Abuse Policy as presented by the General Manager. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

D. Attorney Assurance of MCUMTA'S authority to provide Certifications and Assurances

The General Manager stated that the Transit Authority needs someone to sign off to the Federal Transit Administration that the Transit Authority has the legal authorization to provide the Assurance and that we are an entity under West Virginia State Statute.

Asel Kenndey stated that the County Attorney could look at the document.

EXECUTIVE SESSION (to discuss a Personnel Matter)

Larry Calemine Made a Motion to go into Executive Session to discuss a personnel matter at 7:05 PM

The Transit Authority Board returned to regular session at 7:10 PM

ADJOURNMENT

Larry Calemine Made a Motion to adjourn at 7:11 P.M.