

MONONGALIA COUNTY URBAN MASS

TRANSPORTATION AUTHORITY

BOARD OF DIRECTOR'S MEETING

December 09, 2009

Authority Members Present:

Jenny Dinsmore
Asel Kennedy
Hugh Kierig
Ronald Bane
David Flynn
Denny Poluga

Other Personnel Present:

David Bruffy
Wayne Pifer
Sheila M. Wolfe
Heather Lemansky

Call to Order:

The Transit Authority Board Meeting for December 09, 2009 was called to order at 6:00 P.M.

Reading and Approval of Minutes (October 14, 2009)

Hugh Kierig Made a Motion to accept the October 14, 2009 Board Meeting Minutes as presented. Denny Poluga seconded the Motion.

For: All

Opposed: None

Presentations:

A. October 2009 Driver of the Month

The Board announced the Authority's October 2009 Driver of the Month, Mr. James Huffman III. The Board also recognized Ray St. Clair, Mike Fisher, Mary Rogers, and Bill Smith for their outstanding performance during the month of October 2009.

B. November 2009 Driver of the Month

The Board announced the Authority's November 2009 Driver of the Month, Mr. James Huffman. The Board also recognized Anne Cramer, Robert Lee, Mary Rogers, and Terry Lewis for their outstanding performance during the month of November 2009.

Opportunity for Public Comments:

There were no comments from the public.

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Monthly Data Summaries/Correspondence:

The General Manager informed the Transit Authority Board that the H1N1 shot would be available to employees of Mountain Line December 17, 2009.

The General Manager stated that he had received correspondence from some drivers concerning driver breaks at the last driver's meeting. He stated he had went through the schedules and added breaks into all of the routes that the drivers had requested breaks in and that they ranged from twenty minutes, forty minutes up to one hour length. A second Relief Driver has been added to the daily driver schedule and this has addressed all of the break issues, but has created another issue. The other issue is that some of the drivers do not like having the breaks.

Asel Kennedy requested that Mountain Line Transit Authority continue to work with drivers to find a middle ground that would be acceptable to both sides.

The General Manager stated that the breaks also help put some of the routes back on time.

October 2009

The General Manager stated that the total passenger trips to date this calendar year for 2009 were 893,529 compared to 833,098 total passenger trips for calendar year 2008. The total passenger trips for the year were up 7 %. The total passenger trips for October 2009 were 108,976 and were down 27% compared to October of 2008. Disabled passenger trips were down 17%, senior passenger trips were up 16 % and West Virginia University "Ride with I.D." was down 33% compared to October 2008. During October 2009, the Transit Authority traveled 96,111 miles, provided Trail information to 52 individuals, and answered 3,567 phone calls.

November 2009

The General Manager stated that the total passenger trips to date this calendar year for 2009 were 973,034 compared to 935,271 total passenger trips for calendar year 2008. The total passenger trips for the year were up 4 %. The total passenger trips for November 2009 were 79,505 and were down 22% compared to November of 2008. Disabled passenger trips were down 1%, senior passenger trips were up 55 % and West Virginia University "Ride with I.D." was down 30% compared to November 2008. During November 2009, the Transit Authority traveled 90,644 miles, provided Trail information to 46 individuals, and answered 2,951 phone calls.

The General Manager reviewed the farebox reports with the Transit Authority Board.

The General Manager stated that the personnel changes for the month of October 2009 included: Carla Buffington hired as part-time receptionist at the depot, Dennis Blosser, Jason Friggens, and Jesse Tucker hired as full-time Bus Drivers.

The General Manager stated that the personnel changes for the month of November 2009 included: James Cress and Michael Walls retired from being full-time Bus Drivers and James Davis and Dan Wilson hired as full-time Bus Drivers.

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The General Manager stated that there is a video about meetings that had been held throughout the state of West Virginia to build awareness of the need for public transit to be a coordinated effort. He had worked with the Center for Excellence and Disabilities that had a grant called “Gateways” to help fund the meetings. The General Manager showed the video that was made to the Transit Authority Board Members.

Financial Business:

A. October 2009 Financial Report

The General Manager reviewed the financial report for October 2009 with the Board Members.

Asel Kennedy Made a Motion to accept for audit the Financial Report as presented for October 2009. Ronald Bane seconded the Motion.

For: All

Opposed: None

B. November 2009 Financial Report

The General Manager reviewed the financial report for November 2009 with the Board Members.

Ronald Bane Made a Motion to accept for audit the Financial Report as presented for November 2009. Asel Kennedy seconded the Motion.

For: All

Opposed: None

Old Business:

A. Youth Commission Free Ride Program Update

The General Manager stated that there had been 610 passenger trips in the month of October 2009 and 595 passenger trips in the month of November 2009.

B. Senior Mons Ridership Update

The General Manager stated that the passenger trips are continuing to increase and that there were 1,758 passenger trips in October 2009 and 2,053 passenger trips in November 2009.

C. Triennial Review Update

The General Manager stated that the two findings have been closed.

D. University Town Center Survey

The General Manager stated that Mountain Line Transit had done “on bus” passenger surveys on the UTC Express bus route over a two week period at different times and days

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of the week. There were seventy-two riders surveyed. He reviewed the results of the survey with the Transit Authority Board Members.

New Business:

A. Uniform Payroll Withholding Requirement

The General Manager stated that some departing employees did not return their uniforms. The General Manager requested that the Mountain Line Transit Authority Board adopt a policy for the future that the cost of these uniforms can be deducted from the employee's final pay check if the uniforms are not returned at the end of their employment.

Denny Poluga Made a Motion to accept the Uniform Payroll Withholding Requirement as presented by the General Manager. Hugh Kierig seconded the Motion.

For: All

Opposed: None

B. Driver Uniform Pant Change (\$1,000.00 per year, \$700.00 for change)

The General Manager stated that the Transit Authority has received samples of uniform pants and selected some drivers to try them out. With the Transit Authority Board's approval the General Manager would recommend the change from the green driver pants to a charcoal color with pleats for the male drivers. The female drivers will have a choice of two different body styles in the charcoal.

The Board agreed by consensus that this is an administrative change.

C. Employee Smoking Cessation Program (Open Enrollment Time Frames)

The General Manager stated that the reason he had brought it back to the Transit Authority Board is the original open enrollment of November will not work. The enrollee needs to be smoke free for six months before it will lower their insurance premium. An employee would now start the program each July after enrolling in the normal open enrollment period.

D. Board Member Email addresses

The General Manager stated that now available to the Transit Authority Board members is an email account set up through the Mountain Line Transit web service if any are interested.

Adjournment:

David Flynn Made a Motion to adjourn at 7:05 PM.