

MONONGALIA COUNTY URBAN MASS

TRANSPORTATION AUTHORITY

BOARD OF DIRECTOR'S MEETING

JANUARY 12, 2005

AUTHORITY MEMBERS PRESENT:

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

OTHER PERSONNEL PRESENT:

David Bruffy
Wayne Pifer
Paula Janis
Sheila M. Wolfe

CALL TO ORDER:

The Transit Authority Board Meeting for January 12, 2004 was called to order at 6:00 P.M.

READING AND APPROVAL OF MINUTES (December 08, 2004)

Asel Kennedy made a Motion to accept the December 08, 2004 Board Meeting minutes. James Manilla seconded the Motion.

For: All Present and Voting

Opposed: None

PRESENTATION

A. December 2004 Driver of the Month

The Board announced the Authority's December 2004 Driver of the Month, Mr. Tom Jones. The Board also recognized Raymond St. Clair, Bobby Dille, Robert Lee, James Cress, and Clinton Burns for their outstanding performance during the month of December 2004.

OPPORTUNITY FOR PUBLIC COMMENTS:

There were no comments offered by the Public.

Monthly Data Summaries/Correspondence

The General Manager stated that the passenger trips for December 2004 were 29,372 and were up 6% over December of 2003, and up 17% over total passenger trips for 2003. Disabled passenger trips were up 32 %, senior passenger trips were up 51%

and West Virginia University "Ride with I.D." was up 9%. The Transit Authority for the month of December traveled 53,147 miles, made 50 schedules, answered 25 Rail Trail questions, and answered over 2,715 phone calls.

The General Manager stated that he wanted to get the information out about the Morgantown to Charleston, West Virginia shuttle and that an online survey has been uploaded to our web site and can be completed by those who are interested.

Asel Kennedy stated that if the General Manager would give him the information on the shuttle he would do a release about the Morgantown to Charleston shuttle.

FINANCIAL REPORT:

A. Office & Maintenance Equipment Inventory Lists

The General Manager stated that the Finance Officer had completed the Office and Maintenance Equipment Inventory Lists.

B. Approval of the December 2004 Monthly Financial Report

Larry Calemine Made a Motion to accept for audit the Financial Report as presented for December 2004. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

C. Budget Committee Meeting Schedule

The General Manager stated that the Budget Committee members (Asel Kennedy, Larry Calemine, and David Flynn) could schedule a time to meet that was convenient for all concerned.

President Bob Roberts asked if it would be better for him to set a date to meet with the General Manager and then bring it back to the Transit Authority Board Members.

Asel Kennedy requested that the Committee Members be notified of the date and any of the members who are free to come can attend.

OLD BUSINESS:

A. Maintenance Facility Update

The General Manager stated that about 70% of the electrical wiring is completed, and the drywall crew and the painters should start in the next two weeks. They will install the garage doors when the ground is more stable.

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. February Annual Employee Meeting Update

The General Manager stated that the Finance Officer had been checking on prices to rent a banquet hall to host the February Annual Employee Meeting.

NEW BUSINESS:

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A. Bus Wash Purchase Recommendation

The General Manager stated that there were three bidders for the bus wash system and that all three were under budget (SSI Corporation, NS Corporation, and Ross and White). The successful bidder was determined by an established evaluation review that was included in the Request for Proposal Agreement.

The General Manager recommended SSI Corporation to the Transit Authority Board based on the evaluation review.

Jenny Dinsmore Made a Motion to accept the bid from SSI Corporation for \$105,900.00 for the bus wash system. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

B. Board Member Conflict of Interest Statements

The General Manager stated that the Transit Authority Board Members needed to renew their Conflict of Interest Statements.

Finance Officer Paula Janis Notarized the Transit Authority Board Members signatures on the Conflict of Interest Statements.

C. West Virginia Public Transit Association's April 2005 Rodeo

The General Manager stated that the West Virginia Public Transit Association is having a bus Rodeo on April 15th (Friday) and 16th (Saturday) in Clarksburg. The Transit Authority will need two volunteers to go and participate. The winners from this Rodeo will go the National Competition.

ADJOURNMENT

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Jenny Dinsmore Made a Motion to adjourn at 6:55 P.M.