

MONONGALIA COUNTY URBAN MASS

TRANSPORTATION AUTHORITY

BOARD OF DIRECTOR'S MEETING

July 13, 2011

Authority Members Present:

Jenny Dinsmore
David Flynn
Asel Kennedy
Denny Poluga
Ronald Bane

Authority Members Not Present:

Hugh Kierig

Other Personnel Present:

David Bruffy
Wayne Pifer
Heather Lemansky
Sheila M. Wolfe

I. Call to Order:

The Transit Authority Board Meeting for July 13, 2011 was called to order at 6:00 P.M.

II. Election of Officers

**President: Jenny Dinsmore
Vice President: David Flynn
Treasurer: Asel Kennedy
Secretary: Denny Poluga**

David Flynn Made a Motion to accept the nominations as presented. Denny Poluga seconded the Motion.

For: All

Opposed: None

III. Reading and Approval of Minutes (June 01, 2011 and June 15, 2011)

Ronald Bane Made a Motion to approve the minutes from the June 01, 2011 Board Meeting as submitted, subject to individual consideration. Denny Poluga seconded the Motion.

For: All

Opposed: None

Denny Poluga Made a Motion to approve the minutes from the June 15, 2011 Board Meeting as submitted, subject to individual consideration. Ronald Bane seconded the Motion.

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For: All

Opposed: None

IV. Presentations:

A. June 2011 Drivers of the Month

The Board announced the Authority's June 2011 Driver of the Month, Mr. David Stump. The Board also recognized Terry Lewis, Thomas Jones, Robert Lee, William Harris, Craig Fox, and James Huffman for their outstanding performance during the month of June 2011.

B. Annual Employee Awards

President Jenny Dinsmore presented the Annual Employee Awards to the following employee's.

Top Five Drivers of the Year

1. James Huffman
2. Thomas Jones
3. David Stump
4. Terry Lewis
5. Robert Lee

Employee of the Year: Sheila M. Wolfe

Maintenance Employee of the Year: Michael Cress

The General Manager stated that the personnel changes for the month of June 2011 include part-time bus driver John Rosiek has completed his six month probation.

C. New Service – Green Line, Southside, Orange Line evenings, Gold Line and Red Line changes.

The General Manager reviewed the route changes with the Mountain Line Transit Authority Board Members. There is going to be training sessions for employees to make sure that everyone understands how the new routes are going to operate. There will be schedules handed out to passengers, and press releases.

V. Opportunity for Public Comments:

There were no public comments.

VI. Monthly Data Summaries/Correspondence:

The General Manager stated that the total passenger trips to date this calendar year for 2011 were 565,233 compared to 448,050 total passenger trips for calendar year 2010. The total passenger trips for the year were up 26 %. The total passenger trips for June 2011 were 43,347 and were up 3% compared to June of 2010. Disabled passenger trips were up 14%, senior passenger trips were up 22 % and West Virginia University "Ride with

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I.D.” was up 16 % compared to June 2010. During June 2011, the Transit Authority traveled 94,497 miles, and answered 3,698 phone calls.

The General Manager reviewed the ridership reports for June 2011 with the Transit Authority Board Members.

VII. Financial Business:

A. June 2011 Financial Report

The General Manager reviewed the Financial Reports for June 2011 with the Board Members.

David Flynn Made a Motion to accept for audit the Financial Reports for June 2011 as presented by the General Manager. Ronald Bane seconded the Motion.

For: All Opposed: None

B. Budget Amendments

The General Manager stated that changes to the General Fund are the result of an increase in revenue from Mountain Valley Apartments in the amount of \$ 101,750.00 for contracted bus service, \$50,000.00 in pass group funding from the Metropolitan Planning Organization for Van Pools, and Job Access Reverse Commute (5316 Access Grant) \$ 55,604.00.

Ronald Bane Made a Motion to accept the proposed budget changes as presented by the General Manager to amend the fiscal year 2011-2012 to the General Fund in the amount of \$122,241.00 to increase the Contingency Fund. David Flynn seconded the Motion.

For: All Opposed: None

The General Manager stated that additional funding of \$19,772.00 has been received from West Virginia Division of Public Transit. This funding is to be used to purchase new GPS Hardware and Software.

Ronald Bane Made a Motion to accept the proposed budget amendment as presented by the General Manager to the Capital Escrow account in the amount of \$19,772.00. David Flynn seconded the Motion.

For: All Opposed: None

VIII. Old Business:

A. Solar Power Plant Update

The General Manager stated that the Assistant Manager attended a hearing before the Design Build Board with Lloyd Miller last Thursday. The Design Build Board approved the Solar Power Plant and this will save about three months and the project is expected to be completed by the end of December 2011. The Solar Plant request for qualifications for

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the design build firm will be released on Friday, August 26, 2011. After they are received the review team will select the most qualified firms to submit design build proposals to Mountain Line Transit. The design build proposal firm that is selected will be presented at the October 12, 2011 Mountain Line Transit Authority board meeting for the board member's approval.

B. Bus Shelter Location Presentation to City Council – Update

The General Manager made a presentation to the Morgantown City Council concerning Mountain Lines bus shelter plan and no one decided to participate in the Facebook review of ads to be placed on the bus shelters.

IX. New Business:

A. Former County Employee Retirement Issue (PERS)

The General Manager stated that three of Mountain Lines Transit's long time employees are involved in the County employee retirement issue. There has been a change of personnel and now a question has been brought up on how former county employees are able to participate in public employee retirement system. Mountain Line Transit will continue to send a contribution check for these employees until this matter is resolved.

B. Bad Debt Collection Efforts

The General Manager stated that he included a letter in the Board Packet for the Board Members concerning this issue.

C. West Run Service Update

The General Manager stated that as of July 13, 2011 the contract for West Run Service had not been renewed as of this date.

D. Approval of Service Changes effective August 1 – Orange Line, Green Line, Southside, Red Line and Gold Line

Ronald Bane Made a Motion to approve the route changes for Orange Line, Green Line, Southside, Red Line , Gold Line, and Cassville as presented by the General Manager starting on August 01, 2011. Denny Poluga seconded the Motion.

For: All Opposed: None

E. Service Expansion Committee Work Session – discussion

The General Manager stated that he had a packet put together concerning the service expansion for the Board Members and will send out to them soon.

Jenny Dinsmore requested a time table for each step that needs to be completed for the Service Expansion.

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F. Tom's Run service expansion (referred from June 15 Meeting)

The General Manager stated that one of the new services that is being requested in the service expansion plan is a proposed new route called Silver Line which will provide thirty minute service to the park and ride at the Goshen Road exit, and then travel Route 73 to the depot. There would be three buses providing this service. This would also provide service every hour would have service up to the Kingwood Pike, down Summer School Road, Sabarton, and Brookhaven and then back to town.

G. Authority participation for Star City, Granville and Westover

The General Manager recommended tabling this discussion until a future Mountain Line Transit Authority meeting.

It was agreed by consensus by the Mountain Line Transit Authority Board Members to accept the General Manager's recommendation to table until a future board meeting.

Adjournment:

David Flynn Made a Motion to adjourn at 7:40 PM.