

**MONONGALIA COUNTY URBAN MASS TRANSPORTATION AUTHORITY
OCTOBER BOARD OF DIRECTORS MEETING
OCTOBER 15, 1997**

AUTHORITY MEMBERS PRESENT:

Jenny Dinsmore
Frank Salucci
John Spears
Jim Caravasos
Sandy Holepit
David Martinelli

OTHERS PERSONNEL PRESENT:

David Bruffy
Denice Gribble
Janet Jackson
Tom Montague
Mike Walls

CALL TO ORDER:

The Transit Board Meeting was called to order at 6:12 p.m.

APPROVAL OF MINUTES:

Minutes from the September 10, 1997, Board Meeting were approved as printed.

CORRESPONDENCE:

Mr. Bruffy reported that this section was left open for correspondence and comments received by the Board.

Ms. Dinsmore commented that Ralph Adams of the Mountaineer Mall told her that we have very good drivers and Ms. Adams complimented our drivers for the Westover Fair.

Mr. Salucci also received compliments from the wives/people who attended the Municipal League and were driven around town by the bus drivers. They said the drivers were great and that they had a good time.

Mr. Spears asked whether the Transit Office had received complaint calls recently. Mr. Bruffy reported that a bus driver went in the reverse direction on one of his runs and we received a few calls from riders. We then sent a van to the location to pick up these riders but they had already found other transportation. Mr. Bruffy reported that he would add complaints as one of the agenda items for each Board meeting.

FINANCIAL REPORT:

Referring to the charts in the Board packets, Mr. Bruffy reported that revenues are down and there is a decreasing trend for fare box revenues and ticket sales. FY97-98 revenues are down while expenses basically remained the same when compared to FY96-97. There has been a net, operating cost increase in 1997 while per-day revenues are down. With the trip and ridership comparison, September 1997 shows a large decrease in revenue per passenger due to the \$.25 ride the Transit offered while ridership increased by 2,800 rides for that month. Ms. Dinsmore commented that she likes the comparisons and that the Board will track the ridership to

see if it continues to increase due to the \$.25 ride. Mr. Bruffy also reported that the Farebox is down 50% and that 1997's year-to-date total is \$15,013 compared to last year's \$33,908.

The Board asked Mr. Bruffy to do more research on the past year's charter money, ticket fund money, and fare box money received. Ms. Dinsmore asked why the advertisement line of \$9,000 in revenue wasn't included. Mr. Bruffy said he would look into it. Ms. Dinsmore also wanted to know if we received the \$5,000 refund from the Insurance Co. on a January accident claim. Mr. Bruffy replied no.

Mr. Bruffy reported that he would introduce a work program to raise revenue and offset some expenses in the next Board Meeting, but that if the Board plans to do any spending right away, the existing budget should be used as a basis for decision-making.

Mr. Bruffy asked the Board if they would like City Council and the County Commission to receive Transit quarterly reports. Mr. Salucci motioned and Mr. Caravasos seconded that the GM submit Quarterly Reports to the City Council and the County Commission.

For: All Opposed: None

GENERAL MANAGERS REPORT:

Information

1. MDA – Mr. Bruffy announced that the Muscular Dystrophy Association has asked the Board to participate in their annual lock-up fundraiser.
2. Walnut Street PRT – Mr. Bruffy conveyed to the Board correspondence relative to this issue.
3. Public Access Channel 3 – Mr. Bruffy reported that the PAC has agreed to establish an advertising time slot for the Transit Authority at no cost. Transit Administration will send them schedules, videotapes, routes/maps, promotional issues, updates, etc.
4. Fairmont/Marion County Transit – Mr. Bruffy reported that the Marion County Bus Line made a courtesy call to him about offering a round trip bus ride to the Mountaineer Mall and that they are not picking up any riders. Mr. Bruffy also mentioned that he is looking into a Ride-to-Work Program.

Action Items

1. Mr. Bruffy recommended to the Board that Mountain Line initiate a Home Page on the Internet. Mr. Bruffy reported that the cost is relatively low and that it could be funded from the promotional line item.

Ms. Dinsmore asked Mr. Bruffy to price a one-line advertisement from the Dominion Post and the Daily Athenaeum.

Mr. Caravasos motioned and Mr. Salucci seconded that Mountain Line initiate a Home Page on the Internet.

For: All Opposed: Ms. Holepit

2. Mr. Bruffy informed the Board that WVU requested Mountain Line provide two additional vans for the remaining home football games this year, and he recommended to the Board that Mountain Line provide this service at a cost of \$40 per hour.

Mr. Salucci motioned and Ms. Holepit seconded that Mountain Line provide the above-mentioned service to WVU at \$40 an hour.

For: All Opposed: None

3. Mr. Martinelli motioned and Mr. Spears seconded that the General Manager be authorized to spend up to \$1,000 without prior Board approval.

For: All Opposed: None

OLD BUSINESS:

Mr. Spears reported that he received a letter back in June from the University regarding continual employee training, and at that time the Board felt that we should postpone the training. He commented that this is something that Mountain Line employees and Board members need now, and that it is an investment in the future. The cost is \$4,100 to train the employees and Board members.

Mr. Salucci asked if Mr. Spears and Mr. Bruffy could develop a training package together to present to the Board. Both Mr. Spears and Mr. Bruffy agreed to do that and met with University officials to develop a comprehensive in-house training program.

Mr. Spears motioned and Mr. Martinelli seconded to accept Mr. Bruffy as the new Transit General Manager as of October 1, 1997.

For: All Opposed: None

NEW BUSINESS:

- a. Parking Options – In light of the recent High Street repair work and complaints caused by the temporary relocation of buses, other alternatives were sought as parking solutions for buses. Mr. Bruffy presented several options being discussed and considered and recommended closer consideration of a proposal to close the Walnut Street PRT bus station and park the buses at one centralized location around the Courthouse (on Chancery Row) to give easier access for riders and persons with mobility impairments. Other options discussed included parking in front of the Met and/or Warner Theatres, Parking in front of the Spruce Street Public Safety Building, or resuming the original parking and loading patterns beginning on October 27th, the date the High Street repairs are expected to be complete.

Mr. Caravasos motioned and Mr. Salucci seconded that Mr. Bruffy present the Chancery Row proposal to the County Commission and other Courthouse offices to get their feedback.

For: All Opposed: None

- b. Joint City/County Board Appointment – Ms. Dinsmore nominated Mr. Bob Roberts to carry out the un-expired term Mr. Steve Showers and asked that the General Manager write a letter to both the City Council and the County Commission asking for their consideration and approval of the Board's recommendation.

Motion was so made by Mr. Spears, seconded by Mr. Martinelli.

For: All Opposed: None

COMMITTEE REPORTS:

Marketing Committee

Mr. Caravasos announced that in a recent trip to Richmond, Virginia, he picked up a trolley brochure and brought it to share with the Board. The trolley runs every 15 minutes for \$.25 a ride and it is sponsored by different organizations in the town.

Mr. Caravasos proposed that the Transit Authority use the two old County buses for the routes that are most hazardous in the winter months. Mr. Bruffy reported that the County buses have recently been serviced and are

fully operational.

Mr. Caravasos proposed that the Board consider a transfer for seniors and increase fares in different zones outside of City limits.

Personnel Committee

No report statement.

Finance Committee

No report statement.

Organization Committee

No report statement.

Meeting adjourned at 8:20 p.m.

Respectfully Submitted,

John R. Spears, Ph.D
Secretary of the Board

