

**MONONGALIA COUNTY URBAN MASS**

**TRANSPORTATION AUTHORITY**

**BOARD OF DIRECTOR'S MEETING**

**May 19, 2010**

**Authority Members Present:**

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

**Other Personnel Present:**

David Bruffy  
Wayne Pifer  
Heather Lemansky  
Sheila M. Wolfe

**Call to Order:**

**The Transit Authority Board Meeting for May 19, 2010 was called to order at 6:00 P.M.**

**Reading and Approval of Minutes (March 10, 2010)**

**Ronald Bane Made a Motion to accept the March 10, 2010 Board Meeting Minutes as presented. Denny Poluga seconded the Motion.**

**For: All**

**Opposed: None**

**Presentations:**

**A. April 2010 Driver of the Month**

The Board announced the Authority's April 2010 Driver of the Month, Mr. James Huffman. The Board also recognized Robert Lee, David Stump, Terry Lewis and Thomas Jones for their outstanding performance during the month of April 2010.

**Opportunity for Public Comments:**

There was no public.

**Monthly Data Summaries/Correspondence:**

**The General Manager reviewed Mountain Line Transit Authority activities held during Earth Day event at the Mountainlair.**

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### **March 10, 2010**

**The General Manager** stated that the total passenger trips to date this calendar year for 2010 were 271,839 compared to 348,832 total passenger trips for calendar year 2009. The total passenger trips for the year were down 22 %. The total passenger trips for March 2010 were 96,534 and were down 14% compared to March of 2009. Disabled passenger trips were down 6%, senior passenger trips were up 73 % and West Virginia University "Ride with I.D." was down 20% compared to March 2009. During March 2010, the Transit Authority traveled 98,378 miles, and answered 4,014 phone calls.

### **April 14, 2010**

**The General Manager** stated that the total passenger trips to date this calendar year for 2010 were 363,108 compared to 473,779 total passenger trips for calendar year 2009. The total passenger trips for the year were down 23 %. The total passenger trips for April 2010 were 91,269 and were down 27% compared to April of 2009. Disabled passenger trips were up 1%, senior passenger trips were up 100 % and West Virginia University "Ride with I.D." was down 34% compared to April 2009. During April 2010, the Transit Authority traveled 104,410 miles, and answered 3,798 phone calls.

**The General Manager** reviewed the ridership reports with the Transit Authority Board.

**The General Manager** stated that the personnel changes for the month of April 2010 included: Dan Faremouth hired as Shift Supervisor, Benjamin Clemmons hired as full-time Bus Cleaner, John Eavenson, Gary Joseph, Anthony Pikulsiki, and Greg Bishop hired as full-time bus drivers. Debra Moore was hired as part-time depot receptionist. Jessie Tucker, full-time bus driver, has successfully completed his six month probation.

**The General Manager** stated that the Assistant Manager is working with Monongalia County Technical Education Center (MTEC) to develop class for CDL Passenger Drivers. The class will teach applicants how to get their CDL, with passenger endorsement, and how to interview.

### **Financial Business:**

#### **A. Fiscal Year 2008-2009 Audit**

**Asel Kennedy Made a Motion to accept for audit the Fiscal Year 2008-2009 Audit as presented by Tetrick & Bartlett. Ronald Bane seconded the Motion.**

**For: All**

**Opposed: None**

#### **B. March 2010 Financial Report**

**The General Manager** reviewed the financial report for March 2010 with the Board Members.

**Hugh Kierig Made a Motion to accept for audit the Financial Report as presented for March 2010. David Flynn seconded the Motion.**

**For: All**

**Opposed: None**

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### **C. April 2010 Financial Report**

**The General Manager** reviewed the financial report for April 2010 with the Board Members.

**David Flynn Made a Motion to accept for audit the Financial Report as presented for April 2010. Ronald Bane seconded the Motion.**

**For: All**

**Opposed: None**

### **D. Budget Amendment-Grey Line 5311f increase \$40k**

**The General Manager** proposed a budget amendment for the operation of the Grey Line service of \$40,000.00 as an addition to the 5311 (F) grant.

**Ronald Bane Made a Motion to accept the budget amendment for the increase to the 5311 (F) Grant funding of \$ 40,000.00 to increase the intercity bus service presented by the General Manager. Denny Poluga seconded the Motion.**

**For: All Present**

**Opposed: None**

### **Old Business:**

#### **A. River Bus Update**

**The General Manager** presented a slide show of some of the boats that would be available to purchase for the River Bus Service. The kind of bus that the Authority purchases will determine what type of service can be offered.

### **New Business:**

#### **A. 2010-2011 Budget Proposal**

**The General Manager** reviewed the 2010-2011 Budget proposal with the Transit Authority Board members.

**David Flynn Made a Motion to accept Fiscal Year 2010-2011 Budget Proposal as presented by the General Manager. Ronald Bane seconded the Motion.**

**For: All**

**Opposed: None**

#### **B. 2010-2011 Transportation Improvement Projects**

**The General Manager** stated that he had included in the Board packet a list of all items to be included in the Transportation Improvement Projects list along with a spread sheet that included estimated cost. This must be adopted by the Mountain Line Transit Authority Board and then presented to the Morgantown Planning Organization (MPO) for approval.

**Hugh Kierig Made a Motion to adopt the Transportation Improvement Projects (TIP) as presented by the General Manager and for him to request that the Morgantown Planning Organization (MPO) accept this as a Transportation Improvement Project agreement. David Flynn seconded the Motion.**

**For: All**

**Opposed: None**

**C. Driver Jacket Replacement (\$4,000)**

The General Manager stated that he recommends the purchase of new three in one piece charcoal gray jackets for drivers.

**The Mountain Line Transit Authority Board Members agreed by consensus to approve the purchase of the charcoal gray jackets for drivers. The cost would be estimated at \$4,000.00.**

**D. Tire Lease Request for Proposals**

The General Manager stated that there were only two responses to the Tire Lease Request for Proposals. They were by Bridgestone Tire and Goodyear. The recommendation is for Goodyear who was the lowest bidder.

**Asel Kennedey Made the Motion to accept the bid from Goodyear. Ronald Bane seconded the Motion.**

**For: All**

**Opposed: None**

**E. Park and Ride Incentive Program**

The General Manager reviewed with the Board Members how the Park & Ride Incentive Program would work.

**Ronald Bane Made a Motion to begin the Park & Ride Incentive Program as presented by the General Manager. David Flynn seconded the Motion.**

**For: All**

**Opposed: None**

**F. FTA Tigger Grant Application Proposal (\$7,600)**

The General Manager recommended Mountain Line Transit contract with Alpha Associates Incorporated to prepare an application for submission to the FTA for their TIGGER Grant program.

**David Flynn Made a Motion to authorize the General Manager to enter into a contract with Alpha Associates Incorporated to prepare a application for Federal Transit Authority's TIGGER grant program. Ronald Bane seconded the Motion.**

**For: All**

**Opposed: None**

### **G. FTA 5309 State of Good Repair Bus Replacement Grant Application**

**The General Manager** stated the Federal Transit Authority's 5309 State of Good Repair Bus replacement Grant Application is due by June 19, 2010. With this grant the General Manager would be able to purchase ten new heavy duty buses. Once the Transit Authority receives the grant we would have three years to draw the money down.

**Ronald Bane Made a Motion to authorize the General Manager to make application to the Federal Transit Authority's 5309 State of Good Repair bus Replacement Grant. Hugh Kierig seconded the Motion.**

**For: All**

**Opposed: None**

### **H. Sustainable Communities Initiative**

**The General Manager** stated that through an effort between the Federal Transit Administration, The Department of Energy, and the Department of Urban Housing there is a planning grant that is available. The General Manager is recommending that Mountain Line Transit work with the City of Morgantown, Morgantown Planning Organization, and West Virginia University to enter into a sustainable communities planning grant proposal.

**Asel Kennedy Made a Motion to authorize the General Manager to work with the City of Morgantown, Morgantown Planning Organization and West Virginia University develop a sustainable communities planning grant proposal. Denny Poluga seconded the Motion.**

**For: All**

**Opposed: None**

### **I. Veteran's Transportation Resource Intern/Title V Employee**

**The General Manager** stated that the authority hired Beverly Donitzen as Veteran's Transportation Resource Intern/Title V Employee. She will be working to find out what other agencies are already providing transportation services to veterans and how Mountain Line Transit can enhance the service or add new transportation service for Veteran and their families.

### **J. West Virginia University Service Cuts-Orange Line Sunday and UTC Route**

**The General Manager** stated that West Virginia University has decided to terminate the subsidies for the UTC and Sunday Orange Line routes. West Virginia University will be reinstating the Blue and Gold Tripper Route during the fall of 2010-2011.

### **Adjournment:**

David Flynn Made a Motion to adjourn at 7:45 PM.

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