

**MONONGALIA COUNTY URBAN MASS
TRANSPORTATION AUTHORITY
BOARD OF DIRECTOR'S MEETING**

May 8, 2019

Authority Members Present:

Jenny Dinsmore
Terri Cutright
Denny Poluga
William Hutchens
James Manilla
Clement Solomon
Ron Bane

Authority Members Absent:

Other Personnel Present:

David Bruffy
Loring Danielson
Tracy DeBardi
Maria Smith
Paul Burns

I. Call to Order:

The Transit Authority Board Meeting for May 8, 2019 was called to order at 12:04 P.M. by President Jenny Dinsmore.

II. Reading and Approval of Minutes April 10, 2019

Terri Cutright Made a Motion to approve the minutes from the April 10, 2019 board meeting. Ron Bane seconded the Motion.

For: All

Opposed: None

III. Presentations:

A. Driver of the Month For April 2019

The Transit Authority Board announced the Authority's March Driver of the Month, Mr. John Blosser. The Authority also recognized Thomas Jones, Tammy Price, Anne Cramer and Scott Simmons for their outstanding performance during the month of April 2019.

B. Rider of the Month For May 2019

The Transit Authority Board announced that Robin Fernandez is the May Rider of the Month selected by the Mountain Line Transit Citizen's Advisory Committee.

CEO Bruffy stated we hired two new full time drivers Thomas Lantz and Kimmon Guseman.

IV. Opportunity for Public Comments:

None

V. Monthly Data Summaries and Correspondence

April 2019

CEO Bruffy stated that the total passenger trips to date calendar year April 2019 were 332,003 compared 404,057 total passenger trips to date for calendar year 2018. The total passenger trips for the year were down 18%. The total number of service days for the month of April 2019 was 30. Total passengers for April 2019 were 87,648 down 17% compared to April 2018. Disabled passenger trips were down 37%, senior passenger trips were down 17% and WVU passenger trips were down 23% compared to April 2018. During April 2019 the Transit Authority traveled 127,811 miles.

VI. Financial Report:

A. April 2019 Financial Report

CEO Bruffy reviewed the financial report for April 2019 with the Transit Authority Board Members.

James Manilla Made a Motion to Accept for audit the April 2019 Financial Report. Ron Bane seconded the Motion.

For: All

Opposed: None

VII. Old Business:

A. Depot to Westover Moving Expenses

CEO Bruffy stated there is no change at this point. We are still working on the solar lights.

B. Short and Medium Range Operation Plan Update

CEO Bruffy stated the MPO approved this and the MPO staff will be doing the solicitation evaluations.

C. City Bus Shelter Update

CEO Bruffy stated there has been no news from the City about the Bus Shelter site locations. The board members stated they want to send out a letter to the City Manager, Mayor and the City Council requesting the approval on the four locations the City was ok with and get them in place and then we can discuss other locations.

D. Maintenance Shop Door Installation and Roof Drain Updates

CEO Bruffy stated Desmone Architects came over and did the preliminary measurements and look at the door and the roof drains. Bruffy stated he went on the roof

and said there were a couple of really bad spots on the roof. Paul Assistant Manager of Operations is working with the installer and who has our warranty to get an idea of time line on the roof needing to be replaced.

E. Sick Leave Policy Review

CEO Bruffy stated we have five employees that wanted to participate on the sick leave policy review committee. Paul stated Robert Hoag is out on vacation once he gets back then they will set up times for the committee to meet.

VII. New Business

A. Procurement Manual Update (Separate Packet)

CEO Bruffy presented the updated Procurement Manual to the board members for approval.

Ron Bane Made a Motion to Approve the Procurement Manual Update. Denny Poluga seconded the Motion.

For: All

Opposed: None

B. Employee Road Conditions Summary

CEO Bruffy stated the drivers participated in a survey about the road conditions. We received a lot of feedback from the drivers. We will be sending this information on to the DOH through the MPO and we will copy the Commission as well.

IX. Board Member Reports and MPO Update

CEO Bruffy stated the MPO updates are as follows:

The I79 resurfacing from Blue Horizon to the County line should be completed by the end of next week. Mon Blvd 2 way left turn Coliseum to Boyars should be completed in the next 2 to 3 weeks. The 705 repair from Stewarts to University sidewalks should be completed by mid to late July. The mile ground widening right away has been purchased on 33 parcels and is to be completed in late August on just the property purchase. Will begin utility relocation upon completion of right away acquisitions and should be completed by October 30th 2019. The Green Bag Road intersection improvement will be up for bid on the 21st of this month and construction completed late fall of 2019. The state has asked for a tip amendment on the Exit 155 interchange and increasing the request by \$20 million dollars for a total of \$66 million to put in a flyway.

X. Next Board Meeting Date and Time

June 12th 2019

XII. Adjournment

James Manilla Made a Motion to adjourn at 1:04 P.M.