

**MONONGALIA COUNTY URBAN MASS****TRANSPORTATION AUTHORITY****BOARD OF DIRECTOR'S MEETING****May 13, 2004****AUTHORITY MEMBERS PRESENT:**

Bob Roberts  
 Jenny Dinsmore  
 David Flynn  
 Larry Calemine  
 Bruce Gilbert  
 Asel Kennedy

**AUTHORITY MEMBERS NOT PRESENT:**

James Manilla

**OTHER PERSONNEL PRESENT:**

David Bruffy  
 Wayne Pifer  
 Sheila M. Wolfe

**CALL TO ORDER:**

The Transit Authority Board Meeting for May 13, 2004 was called to order at 6:00 P.M.

**READING AND APPROVAL OF MINUTES (April 14, 2004)**

David Flynn made a Motion to accept the April 14, 2004 Board Meeting minutes. Larry Calemine seconded the Motion.

**For: All Present and Voting**

**Opposed: None**

**PRESENTATION****April 2004 Driver of the Month**

The Board announced the Authority's April 2004 Driver of the Month, Mr. John Hemerick. The Board also recognized Don Cummings, Toby Hayes, Jim Huffman and Clinton Burns, for their outstanding performance during the month of April 2004.

**DATA SUMMARIES/CORRESPONDENCE:**

**The General Manager** stated that the passenger trips for April 2004 were 34,815 and were up 26% over April of 2003 and were up 28% over total passenger trips for 2003. Disabled passenger trips were up 19%, senior passenger trips were up 54% and, West Virginia University "Ride with I.D." was up 26%. The cost per passenger trip was down from \$3.64 per passenger trip in March 2004 to \$3.57 per passenger trip in April 2004. For the Transit Authority for the month of April, traveled 52,827 miles, made 2,835 schedules, answered 78 Rail Trail questions, and answered over 3,590 phone calls.

**The General Manager** stated that Bruce Gilbert was shown on WDTV channel five riding the buses for the Election Day free ride promotion. The General Manager stated that he participated in a telephone interview with

WAJR radio concerning the free ride promotion on Election Day.

**The General Manager** stated that he received confirmation from the County Commission for the funding for fiscal year 2004-2005.

**The General Manager** stated that the application for the City of Morgantown Block Grant that the Transit Authority had put together with the Monongalia Senior Center and In Touch and Concerned was partially funded.

### **FINANCIAL REPORT:**

#### **A. Approval of the April 2004 Monthly Financial Report**

**Jenny Dinsmore entered the meeting at 6:13 PM**

**Asel Kennedy Made a Motion to accept for audit the Financial Report as presented for April 2004. Larry Calemine seconded the Motion.**

**For: All Present and Voting**

**Opposed: None**

#### **B. Proposed Budget for Fiscal Year 2004-2005**

**The General Manager** stated that the budget is basically the same as the original submission except for some of the Access Grant funding noted in the budget as unconfirmed has now been confirmed.

**Asel Kennedy** asked about the Medicaid Services income line.

**The General Manager** stated that the Interim Social Services Officer would be in charge of generating another \$10,000.00 in income by increasing Medicaid service passenger trips.

**Larry Calemine Made a Motion to accept the Proposed Budget for Fiscal Year 2004-2005 as presented. Jenny Dinsmore seconded the Motion.**

**For: All Present and Voting**

**Opposed: None**

### **OLD BUSINESS:**

#### **A. Maintenance Facility Update**

**The General Manager** stated that the Transit Authority does have a certified bid. The purchase order number has not been issued by the West Virginia Purchasing Division at this time. The scheduled start date for the project is June 2004.

#### **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.

### **NEW BUSINESS:**

#### **A. Potential City of Morgantown Board Member Term Limits**

**Board President Roberts explained that the City of Morgantown contacted him and asked for input regarding a possible limit on board member terms for all City boards and commissions.**

**Asel Kennedy** asked that the Board's reply indicate that restrictions on board term limits would be undesirable from the Transit Authority Board's stand point. The Board generally agreed that the knowledge gained through tenure was very valuable to the Transit Authority.

**B. Mountain Line Safety Plan Update**

**The General Manager** stated that the Mountain Line Transit Safety Plan must be reviewed, updated, and re-adopted annually.

The Board requested this be tabled until the June 9, 2004 Board meeting.

**C. Definition of "Immediate Family" for general administrative purposes**

The Transit Authority Board discussed the meaning of "Immediate Family" noted in the Personnel Policy and by consensus agreed that there could be unusual circumstances that are beyond the scope of the Personnel Policy definition of "Immediate Family".

**Bob Roberts** requested to change the definition of "Immediate Family" from "family for these purposes shall be" to "family for these purposes may be" in the Personnel Policy.

**Jenny Dinsmore Made a Motion to leave the determination of "Immediate Family" at the discretion of the General Manager and two other Transit Authority Board Members to be determined as the need arises. Larry Calemine seconded the Motion.**

**For: All Present and Voting**

**Opposed: None**

**D. 8% PEIA Health Insurance Premium Increase & Renewal Authorization (\$109,252)**

**The General Manager** gave the Transit Authority Board a detailed breakdown of all of the deductions that are taken out of employee paychecks.

**E. General Manager's Evaluation**

**Jenny Dinsmore Made a Motion to give the General Manager a \$1,500.00 performance bonus. Larry Calemine seconded the Motion.**

**For: Bob Roberts  
Jenny Dinsmore  
Larry Calemine  
David Flynn**

**Opposed: Asel Kennedy  
Bruce Gilbert**

**OPPORTUNITY FOR PUBLIC COMMENTS:**

**Driver Don Cummings** was the driver representative and made a statement on their behalf. He stated that ridership is up, the buses are running on schedule, service is better, drivers are making announcements and being evaluated every month on performance, and they are being held to the highest standards of any bus service in the State. The Board needs to give serious consideration to the compensation package being proposed by the General Manager. The Board has the financial means to continue to support the growth and the professionalism of all the drivers and Mountain Line Transit employees. He also asked that the Board recognize Noel Clemmer as the Master Mechanic that keeps the buses running for Mountain Line Transit.

**Bob Roberts** stated that the Board recognizes the effort that the drivers put in, and the Board does appreciate it, and additionally knows why our system has turned into what has in the last two years.

**Jenny Dinsmore** stated that she has high expectations for Mountain Line Transit. She would like to see Mountain Line Transit recognized at a national level.

**Jim Huffman** stated that the administration and management at Mountain Line Transit works with the employees in ways that most employers would not.

### **ADJOURNMENT**

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**Larry Calemine Made a Motion to adjourn at 7:10 P.M.**

**West Virginia Division of Public Transit Excellence Awards Nominations Presentation (20 minute video presentation after the meeting for any interested parties)**