

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

**February 13, 2019**

**Authority Members Present:**

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

**Authority Members Absent:**

Clement Solomon

**Other Personnel Present:**

David Bruffy  
Loring Danielson  
Tracy DeBardi  
Maria Smith  
Paul Burns

**I. Call to Order:**

**The Transit Authority Board Meeting for February 13, 2019 was called to order at 12:03 P.M. by Vice President James Manilla.**

**II. Reading and Approval of Minutes January 9, 2019**

**Ron Bane Made a Motion to approve the minutes from the January 9, 2019 board meeting. Denny Poluga seconded the Motion.**

**For: All**

**Opposed: None**

**III. Presentations:**

**A. Driver of the Month For January 2019**

The Transit Authority Board announced the Authority's January Driver of the Month, Mr. John Blosser. The Authority also recognized Ricky Gordey, John Nay, Marlene Stevens and Thomas Jones for their outstanding performance during the month of January 2019.

**B. Rider of the Month For February 2019**

**The Transit Authority Board** announced that Tonya Grooms is the February Rider of the Month selected by the Mountain Line Transit Citizen's Advisory Committee.

**CEO Bruffy** stated we hired two new full time bus drivers Albert Sypher and Shawn Miller.

#### **IV. Opportunity for Public Comments:**

Opened 12:07 pm

Maria Smith introduced our two student interns that attended the meeting. Sarah Always is the Finance Intern and Landon Huggins is the Marketing Intern.

Closed 12:07 pm

#### **V. Monthly Data Summaries and Correspondence**

##### **January 2019**

CEO Bruffy stated that the total passenger trips to date calendar year January 2019 were 81,439 compared 99,611 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 January 2019 was 31. Total passengers for January 2019 were 81,439 down 18% compared to January 2018. Disabled passenger trips were down 34%, senior passenger trips were down 49% and WVU passenger trips were down 22% compared to January 2018. During January 2019 the Transit Authority traveled 126,462 miles.

#### **VI. Financial Report:**

##### **A. January 2019 Financial Report**

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

**Terri Cutright Made a Motion to Accept for audit the January 2019 Financial Report. Denny Poluga seconded the Motion.**

**For: All**

**Opposed: None**

**James Manilla (Vice President) turned the meeting over to Jenny Dinsmore (President) at 12:07 pm**

##### **B. Budget Amendment (New Fit Service)**

CEO Bruffy went over the updated budget amendment with the board members. There was an error in the numbers last month and has now been corrected by CEO Bruffy.

**Ron Bane Made a Motion to the Budget Amendment (New Fit Service). Terri Cutright seconded the Motion.**

**For: All**

**Opposed: None**

#### **VII. Old Business:**

##### **A. Depot to Westover Moving Expenses**

CEO Bruffy stated the light pole bases have been installed and we also hired someone to install the shelters for down in the lower lot and hopefully will have them all installed by the end of the week.

## **B. Star City Stop Sign Update**

CEO Bruffy stated we have seen five drivers that have been seen going through this stop sign. Then we interviewed one of our supervisors James Smith and he stated that it was just hard to see out of the bus. CEO Bruffy talked with the administrative assistant and talked with a deputy, and no one has returned any of his calls. He stated that if there is anyone who could contact Mayor Reid. James Manilla will give him a call to let him know the situation with the stop sign. He suggested buying a bigger sign or putting flags on the existing sign.

## **C. Long Range Transit Development Plan**

CEO Bruffy stated he talked with Bill Robinson who was working with Bill Aston to fund this plan for us. Apparently some work came in over budget and will only have about half what he thought he would have which would be about \$50,000 and plus our match.

## **D. City Bus Shelter Update**

CEO Bruffy stated he had a meeting with the City Manager and they have had correspondence between us since the meeting. I appreciate James Manilla and Ron Bane being at that meeting as well. I think that having the board members there made it quite clear that they expect me to report to them the progress at every board meeting. The City Manager said that he would start the process through the traffic commission. I did see an article in the newspaper and confirmed with the assistant manager that some of the sites have been submitted to the traffic commission to look at. In the initial meeting I had with the City Manager he stated that it would be 3 months before we had some kind of approval.

## **VII. New Business**

### **A. Mobile App Fares**

CEO Bruffy stated we started using a mobile app to purchase fares on the app for the New Fit Service and we had a couple of our riders that found this app and made a purchase for single rides. CEO Bruffy is recommending we open this app to our regular riders. The rates are higher than the regular rates. Then there will be a convenience fee for using the app. This would be the fare structure for the Mobile App Fares.

Single Ride Pass	\$1.00	15 Ride Pass	\$15.00
30 Day Ride Pass	\$40.00	Monster Pass	\$145.00

**Ron Bane Made a Motion to Adopt the Mobile App Fare Structure. Terri Cutright seconded the Motion.**

**For: All**

**Opposed: None**

## **B. Fuel Bid Approval**

CEO Bruffy stated we had an active fuel bid and the fuel supplier couldn't meet the delivery schedule they promised so we sent them a notice of cancelation. We received four bids and after comparing the bids the lowest bidder was from Petroleum Traders.

**James Manilla Made a Motion to approve to Petroleum Traders for the Fuel Bid. Denny Poluga seconded the Motion.**

**For: All**

**Opposed: None**

## **C. TIP Amendment**

CEO Bruffy presented the TIP Amendment to the board for approval.

**Denny Poluga Made a Motion to approve the TIP Amendment. Ron Bane seconded the Motion.**

**For: All**

**Opposed: None**

## **IX. Board Member Reports and MPO Update**

CEO Bruffy stated there is a problem with state road bonds that were passed. The way the description was written in a peculiar manner to say the least. For example, Beechurst is approved for seven million dollars for construction between 6<sup>th</sup> street and 8<sup>th</sup> street doesn't include all of Beechurst. Since all the bids are coming in over budget all over the state, the marching orders from the Governor's office is we are only going to fund what the narrative says. I think the MPO executive committee is going to put a statement that this is not the MPO's doing.

**Terri Cutright** asked if anyone has asked our opinion about the potential roundabout going in at University and Collins Ferry road. CEO Bruffy stated we don't have that much service in the area.

**Jenny Dinsmore** asked if the mile ground project been pushed back to this fall. **Terri Cutright** stated the new person Mr. Darby from division 4 was at the chambers transportation meeting on Monday and he said fall.

**Jenny Dinsmore** stated Rachel Fetty said that she felt there is a tension between the Authority Board and the City and asked if there was anything we could do. **Jenny** asked if they would like a tour of the facility and Jenny Soleen said she would like to be picked up in a bus and ride a route. Terri Cutright suggested we move the meeting time up and invite the City to come to meeting as well and a tour and lunch. CEO Bruffy will send then some dates for day and evening times and set something up with the City.

## **X. Next Board Meeting Date and Time**

March 13<sup>th</sup> 2019

## **XII. Adjournment**

**Ron Bane Made a Motion to adjourn at 12:56 P.M.**