

MONONGALIA COUNTY URBAN MASS

TRANSPORTATION AUTHORITY

BOARD OF DIRECTORS MEETING

FEBRUARY 12, 2003

AUTHORITY MEMBERS PRESENT:

Bob Roberts
Jenny Dinsmore
Frank Scafella
David Flynn
Asel Kennedy
Larry Calemine

AUTHORITY MEMBERS NOT PRESENT:

Bruce Gilbert

OTHER PERSONNEL PRESENT:

David Bruffy
Wayne Pifer
Sheila M. Wolfe

CALL TO ORDER:

The Transit Authority Board Meeting for February 12, 2003 was called to order at 6:00P.M.

READING AND APPROVAL OF MINUTES (January 8, 2003)

Jenny Dinsmore made a Motion to accept the January 8, 2003 Board Meeting minutes. Asel Kennedy seconded the Motion.

For: All Present and Voting

Opposed: None

DRIVER OF THE MONTH PRESENTATION

The Board announced the Authority's January 2003 Driver of the Month, Mr. Kevin Mackie. The Board also recognized Clinton Burns, John Hemerick, Terry Lewis and Jim Huffman for outstanding performance during the month of January 2003.

OPPORTUNITY FOR PUBLIC COMMENTS:

No public present.

DATA SUMMARIES/CORRESPONDENCE:

The General Manager informed the Board that there has been a problem with former County employees' retirement deductions. These employees' deductions were calculated as an after tax deduction when they should have been calculated as a before-tax deduction. The Assistant Manager is working with Service Plus and the County to find a suitable solution to this issue. This deduction is now being withheld as a pre-tax deduction.

The General Manager stated that for the month of January the cost per passenger trip was \$5.56, the lowest ever. The General Manager also reported that ridership among the disabled was at an all-time high, although ridership among seniors was down for the month of January, probably due to the extremely bad weather. The General Manager also reported that January's overall ridership was up 10% over January 2002.

FINANCIAL REPORT:

A. Approval of the Financial Report for the month of January 8, 2003.

The General Manager stated that total operational expenses are on budget at 58% for the year.

Jenny Dinsmore asked that the Transit Authority keep track of all money spent on the Maintenance Facility.

The General Manager responded that cost is being documented in the Capital Escrow account.

Larry Calemine Made a Motion to accept the Financial Report for January 8, 2003. David Flynn seconded the Motion.

For: All Present and Voting

Opposed: None

OLD BUSINESS:

a) Maintenance Facility Update

The General Manager stated that there is a problem with the property in the Industrial Park and the West Virginia Division of Public Transit has directed that the Authority find another site for the Maintenance Facility. This issue has arisen as a result of soils tests performed on the site which have precluded the Industrial Park site from further consideration. The Division of Public Transit has also indicated the Authority needs to find another site as soon as possible and no later than May 1.

b) PEIA Health Insurance Premium Increase

After discussion the proposed, employee premium increases, this matter was moved to the March 12, 2003 Transit Authority Board Meeting to make a decision on rate for current employees.

Asel Kennedy Made a Motion that all New Hires would go in under the 80/20 and 60/40 for PEIA Health Insurance Premium. Frank Scafella seconded the Motion.

For: All Present and Voting

Opposed: None

c) Proposed Amendment to Appendix A, Position Descriptions, of the Personnel Policy Manual

The General Manager provided to the Authority Board a revised Appendix A of the Personnel Policies which provided new positions proposed in the operating budget for Fiscal Year 2003-04.

Jenny Dinsmore Made a Motion to adopt the proposed Amendment to Appendix A of the Personnel Policies. Frank Scafella seconded the Motion.

For: All Present and Voting

Opposed: None

d) Proposed Operating and Capital Budget for Fiscal Year 2003-2004

The General Manager summarized the various features of the proposed budget, including a 4% across the board raise for employees.

Larry Calemine Made a Motion to accept the proposed Operating and Capital Budget for fiscal year 2003-2004. Jenny Dinsmore seconded the Motion.

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

Opposed: Asel Kennedy

e) Mon Health Fair, February 21 and 22

The General Manager presented a summary of information related to the Health Fair detailing items such as a coloring contest, compact discs with route information on them for the different organizations, pens, pencils and other give-away items. The General Manager also described a number of information items and various forms to be distributed at the Fair as well as the methods that will be used to analyze the success of this effort. Additionally, the General Manager thanked Board Member Larry Calemine for his hard work and overall efforts to prepare for and coordinate this event.

NEW BUSINESS:

a) Citizen's Advisory Committee Applications

The General Manager stated that he had two Citizen's Advisory Committee Applications for the Transit Authority Board to vote on. Frank Hovatter to represent Southside, and Stephanie Edgel for Tyrone.

Frank Scafella Made a Motion to accept Frank Hovatter for the Southside representative and Stephanie Edgel for the Tyrone Route. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

b) Board Appointments/Terms

The General Manager stated that a correction to David Flynn's appointment had been taken care of by the County Commission and that Larry Calemine's

appointment term is to be put on the City Council's agenda for their next meeting so that it may be corrected as well.

c) Conflict of Interest Statements

The General Manager requested for all of the Transit Authority members to sign an annual Conflict of Interest Statement as required by the Federal Transit Administration.

EXECUTIVE SESSION (Legal Matters)

Jenny Dinsmore Made a Motion to go into Executive Session to discuss a legal matter at 7:20 PM.

Jenny Dinsmore Made a Motion to return to regular session at 7:24 P.M.

ADJOURNMENT

Frank Scafella Made a Motion to adjourn at 7:25 P.M.