

MONONGALIA COUNTY URBAN MASS

TRANSPORTATION AUTHORITY

BOARD OF DIRECTOR'S MEETING

April 13, 2011

Authority Members Present:

Jenny Dinsmore
Asel Kennedy
Hugh Kierig
David Flynn
Denny Poluga

Authority Members Not Present:

Ronald Bane

Other Personnel Present:

David Bruffy
Wayne Pifer
Heather Lemansky
Sheila M. Wolfe

Call to Order:

The Transit Authority Board Meeting for April 13, 2011 was called to order at 6:00 P.M.

Reading and Approval of Minutes (March 09, 2011)

David Flynn Made a Motion to approve the minutes from the March 09, 2011 Board Meeting as submitted, subject to individual consideration. Hugh Kierig seconded the Motion.

For: All

Opposed: None

Presentations:

A. Rider Survey Presentation by WVU's Master of Public Administration Program

WVU's Master of Public Administration students presented Monongalia County Ridership Assessment survey for 2011. West Virginia University students Macy St. Clair, Carol Ann Funkhouser, Mark Lambert, and, Pablo Marmolejo prepared the survey and collected the data for the Ridership Assessment. The presentation to the Board Members and staff was presented by Macy St. Clair, Carol Ann Funkhouser, and Pablo Marmolejo. Each Mountain Line Transit Authority Board Member were given a copy of the Ridership Assessment and the students reviewed the survey results and made recommendations about how to correct the concerns that were the results of the survey.

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For: All

Opposed: None

C. March 2011 Financial Report

The General Manager reviewed the Financial Reports for March 2011 with the Board Members.

Asel Kennedy Made a Motion to accept for audit the Financial Reports for March 2011 as presented by the General Manager. Denny Poluga seconded the Motion.

For: All

Opposed: None

D. Fiscal Year 2009-2010 Audit Update

The General Manager stated that the Fiscal Year 2009- 2010 audit has been completed and filed. There were two findings (1) separation of duties, and (2) reconciliations.

Old Business:

A. Department of Highways Approval for Stewartstown Road

The General Manager stated that the Department of Highways has given permission to put up sign posts on Stewartstown Road. Mountain Line Transit Marketing Officer, Maria Smith, will be working on the sign design to submit to the Department of Highways for approval.

B. Solar Power Plant Project Update (Grant Finalized)

The General Manager stated that the Solar Power Plant grant has been finalized and the grant has been executed. The next step is to hire a Consultant/Engineer to create the design build documentation. The General Manager will put together a Request for Qualifications for a consultant to find an architect and a construction contractor to partner to produce a design build that will be on budget and completed within the time period specified.

C. Bus Purchase Grant (\$918,000 State, \$100,000 Local)

The General Manager stated that the West Virginia Division of Public Transit has approved purchasing seven, twenty-three passenger buses with \$918,000.00 funding from the state and \$100,000.00 from local funds. These buses should be delivered in six to nine months. The General Manager will be meeting with representatives from National Bus on Thursday, 04/14/2011 to place an order for two, eighteen passenger buses with local money using \$120,000.00 for both buses. They should be delivered within ninety days.

New Business:

A. West Virginia Division of Public Transit Reallocation of 5307 Money (\$61,963.00)

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The General Manager stated that the West Virginia Division of Public Transit Reallocation of 5307 Money \$61,963.00. This funding can be used for operating expenses.

B. Garage CO Sensor Replacement (\$ 8,735.00)

The General Manager stated that the CO Sensors in the garage area need to be replaced at the cost of \$8,735.00. Since it is an unbudgeted amount the General Manager recommended that the funds be taken out of Capital Contingency.

David Flynn Made a Motion to replace the CO Sensors in the garage for the cost of \$8,735.00, and to transfer the funds for the purchase from Capital Contingency. Hugh Kierig seconded the Motion.

For: All Opposed: None

C. Route and Service Expansion Planning Presentation

The General Manager presented a slide show and reviewed the proposal for future bus service expansion to increase service in the community, the funding levels that will be needed, the additional personnel that will be needed, and the additional equipment needed to achieve the proposed route expansion with the Mountain Line Transit Board members. The General Manager requested that the Board Members approve for him to move forward on the Route and Service Expansion Planning Proposal.

Denny Poluga Made a Motion that administrative personnel look at the first four items on the list (1) Route Timing (to be done before the West Virginia University students leave), (2) Hire a mapping intern for route work, (3) Verify Route Expansion funding estimates, and (4) Confirm personnel budget numbers. Hugh Kierig seconded the Motion.

For: All Opposed: None

Board President Jenny Dinsmore requested that the Route and Service Expansion be kept on the Board Meeting agenda every month.

D. Grey Line Rate Structure and Fare Increase (\$25.00)

The General Manager recommended to the Mountain Line Transit Board Members to increase the fare for the Grey Line from Morgantown to Greyhound from \$20.00 to \$25.00 to be implemented in thirty days.

Hugh Kierig Made a Motion to increase the fare for the Grey Line from Morgantown to Greyhound from \$20.00 to \$25.00 to be implemented in thirty days. Denny Poluga seconded the Motion.

For: All Opposed: None

E. GPS Replacement

The General Manager stated that the GPS units on the buses will have to be replaced at the estimated cost of \$100,000.00.

Adjournment:

David Poluga Made a Motion to adjourn at 8:20 PM.