

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

March 13, 2019

Authority Members Present:

Jenny Dinsmore
Terri Cutright
Ron Bane
William Hutchens
James Manilla

Authority Members Absent:

Clement Solomon
Denny Poluga

Other Personnel Present:

David Bruffy
Loring Danielson
Tracy DeBardi
Maria Smith
Paul Burns

I. Call to Order:

The Transit Authority Board Meeting for March 13, 2019 was called to order at 12:01 P.M. by President Jenny Dinsmore.

II. Reading and Approval of Minutes February 13, 2019

Ron Bane Made a Motion to approve the minutes from the February 13, 2019 board meeting. James Manilla seconded the Motion.

For: All

Opposed: None

III. Presentations:

A. Driver of the Month For February 2019

The Transit Authority Board announced the Authority's February Driver of the Month, Mr. Thomas Jones. The Authority also recognized Marlene Stevens, Robert Smith, Bert Clendenin and John Blosser for their outstanding performance during the month of February 2019.

B. Rider of the Month For March 2019

The Transit Authority Board announced that Samantha Connor is the March Rider of the Month selected by the Mountain Line Transit Citizen's Advisory Committee.

CEO Bruffy stated we hired two new part time van drivers Holly Sheets and Rod Buttars. Also unfortunately Sheila had an accident and will be out for several weeks, so we are going to hire a temporary person to cover the front until she returns.

IV. Opportunity for Public Comments:

None

V. Monthly Data Summaries and Correspondence

January 2019

CEO Bruffy stated that the total passenger trips to date calendar year February 2019 were 166,683 compared 207,355 total passenger trips to date for calendar year 2018. The total passenger trips for the year were down 20%. The total number of service days for the month of February 2019 was 28. Total passengers for February 2019 were 85,244 down 21% compared to February 2018. Disabled passenger trips were down 47%, senior passenger trips were down 54% and WVU passenger trips were down 24% compared to February 2018. During February 2019 the Transit Authority traveled 117,374 miles.

CEO Bruffy stated the board asked about the possibility of helping Federal employees during the shutdown period. We started a survey to see how many were affected by the shutdown. However the shutdown is over but this is still some viable information. **CEO Bruffy** presented graphs with percentages of the questions that were surveyed.

VI. Financial Report:

A. February 2019 Financial Report

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

Terri Cutright Made a Motion to Accept for audit the February 2019 Financial Report. James Manilla seconded the Motion.

For: All

Opposed: None

VII. Old Business:

A. Depot to Westover Moving Expenses

CEO Bruffy stated we are now at \$188,000.00 dollars and the new cost are associated with the light pole bases install in the Lot A parking lot and the installation of the shelters in the lower lot.

B. Star City Stop Sign Update

CEO Bruffy stated he has made several attempts to contact the city officials and has heard nothing back from them. We have posted flyers and sent out memos to the drivers about this stop sign. James Manilla stated he talked with the Mayor of Star City. James stated that he told Mayor Reid that Mountain Line would buy a bigger sign if needed and the Mayor stated that he would contact CEO Bruffy. Bruffy stated he has heard nothing from the Mayor Reid but would try calling him again.

C. Draft – RFQ for Transit Short and Medium Range Operations Plan.

CEO Bruffy presented to the board members the Medium Range Operation Plan. We are looking at the growth of the community as a whole. We are looking at scenarios for enhanced integration, potential new living quarters, route growth and the fare cost.

D. City Bus Shelter Update

CEO Bruffy stated he hasn't heard anything back from the City. James Manilla stated they were told in the meeting they had to follow up in 4 months if Mountain Line didn't hear from anyone. We had one other incident last week or two weeks ago. The owner of the beauty college was complaining because some riders were waiting on the sidewalk for the bus. CEO Bruffy stated the owner of the beauty college offered to let Mountain Line Transit to put a shelter in the parking lot on Spruce Street by the Angotti & Straface office. CEO Bruffy stated that we would have a shelter at the corner of Pleasant and Spruce Street and that would be to close together. Board member Terri Cutright stated she agreed that the riders would not back track to get the shelter. The Board Members agreed to wait until we see where the 4 or 5 shelters will be placed and see where the need for additional shelters are needed at that time. Board Member Ron Bane said to phrase it this way at this point we would like to see the other locations first.

VII. New Business

A. TIP Amendment

CEO Bruffy presented the TIP Amendment to the Board Members after receiving money from the state to purchase heavy duty buses. We have to Amend to TIP to reflect that money and also updated the 5307 operating amount.

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

For: All

Opposed: None

B. Maintenance Shop Door Installation

CEO Bruffy stated that shop has asked that we try to install another day in the shop area. If we do this the shop will be able to get another bus in the garage. CEO Bruffy has asked an architect to give me a proposal for managing the project. He stated he would like to combine this project with the DuPont Facility Roof Drain Installation project. We will have to do a bid for the project. I will have to wait on the estimate from the architect.

C. DuPont Facility Roof Drain Installation

This was discussed in with the Maintenance Shop Door Installation project.

IX. Board Member Reports and MPO Update

CEO Bruffy stated that commissioner Smith was let go by the Governor. James Manilla stated he would like to make a comment that he thinks it is stupid for the MPO to put in a sidewalk and a 3 foot wall but not burry the utilities.

President Jenny Dinsmore stated she would like to send a letter to the Governor from the Board Members about the Route 7 road. She stated the money coming off the Gas Companies traveling and tearing up that road needs to go back into the road. Dinsmore stated it is a hazard for anyone driving that road.

X. Next Board Meeting Date and Time

April 10th 2019

XII. Adjournment

Ron Bane Made a Motion to adjourn at 1:04 P.M.