

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

**September 11, 2019**

**Authority Members Present:**

Jenny Dinsmore  
Ron Bane (phone- arrived 12:18 pm)  
William Hutchens  
Denny Poluga  
James Manilla

**Authority Members Absent:**

Clement Solomon  
Terri Cutright

**Other Personnel Present:**

David Bruffy  
Loring Danielson  
Tracy DeBardi  
Maria Smith  
Paul Burns

**I. Call to Order:**

**The Transit Authority Board Meeting for September 11, 2019 was called to order at 12:06 P.M. by President Jenny Dinsmore.**

**II. Reading and Approval of Minutes August 14, 2019**

**Denny Poluga Made a Motion to approve the minutes from the August 14, 2019 board meeting. James Manilla seconded the Motion.**

**For: All**

**Opposed: None**

**III. Presentations:**

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

The Transit Authority Board announced the Authority's August Driver of the Month, Mr. John Blosser. The Authority also recognized Robert Lee, Thomas Jones, Tammy Price and Scott Simmons for their outstanding performance during the month of August.

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

**The Transit Authority Board** announced Debbie Cotright as the September Rider of the Month nominated by the Mountain Line Transit Citizen's Advisory Committee.

**CEO Bruffy** stated there were no new hires in August.

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

None

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

##### **August 2019**

**Mountain Line** reports the total passenger trips to date this calendar year as of August 2019 were 530,226 compared 636,424 total passenger trips to date for calendar year 2018. The total passenger trips for the year were down 17%. The total number of service days for the month of August 2019 was 31. Total passengers for August 2019 were 73,844 down 24% compared to August 2018. Disabled passenger trips were up 10%, senior passenger trips were up 15% and WVU passenger trips were down 35% compared to August 2018. During August 2019 the Transit Authority traveled 126,582 miles.

**CEO Bruffy** stated we received seven new buses onsite. We will install the radios, our logo and fare boxes and then they will be ready to roll out on the road. They will have the levy funded logo on them as well.

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

##### **A. August 2019 Financial Report**

The financial report for August 2019 was reviewed by the Transit Authority Board Members. There were no questions or further discussion.

**James Manilla Made a Motion to Accept for audit the August 2019 Financial Report. Denny Poluga seconded the Motion.**

**For: All**

**Opposed: None**

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

##### **A. Short and Medium Range Operation Plan Update**

**CEO Bruffy** stated the MPO authorized their staff to enter into agreement with HDR contingent upon the approval of the Authority Board members for the scope of work for the plan provided to you. Upon approval the MPO will enter into the agreement with HDR Engineering, Inc.

**Ron Bane Made a Motion to approve the proposal from HDR Engineering, Inc. James Manilla seconded the Motion.**

**For: All**

**Opposed: None**

##### **B. City Bus Shelter Update**

**CEO Bruffy** stated he called to meet with Damian yesterday to get an update but he was not available. He will try to meet with him again on Thursday.

### **C. Maintenance Shop Door Installation and Roof Drain Updates**

CEO Bruffy stated we determined the bid to be fair and reasonable and have issued the notice to proceed. We haven't had our initial planning meeting with the contractor. We have determined this was a fair and reasonable cost and signed the contract to begin the work and they have 70 days to complete the work.

### **D. Fuel System Update**

CEO Bruffy stated we are still trying to track down contractors to receive additional proposals.

### **E. Parking Lot Repair & Improvement Update**

CEO Bruffy stated we have engaged the Architectural Engineering Firm and they are working on the bid documents.

### **F. Property Tax Bus Pass Program**

CEO Bruffy updated the board members on this program and addressed their questions and concerns. The Board requested CEO Bruffy to share this proposal with the state and the regional FTA office for review. This vote was tabled until the October meeting, and responses received from State and FTA.

## **VII. New Business**

### **A. Board Member Employee Status**

CEO Bruffy stated there was a change in the tax codes and that political appointees and elected officials are now treated as employees. The board member pay will now be run through payroll, with appropriate taxes deducted.

### **B. CAC member Nomination**

CEO Bruffy stated there were two nominees for the CAC Mary Rose and Melinda Streets.

**James Manilla Made a Motion to approve the CAC Member Nominations. Ron Bane seconded the Motion.**

**For: All**

**Opposed: None**

### **C. TIP Amendment**

CEO Bruffy stated the TIP has been updated to cover year 2020 through 2025. The new 5310 funding for NewFit has been added. We also received \$50,000 under 5311 to help fund the Short and Medium Operation Plan. Also added are 5310 funds for 3 new vans we'll be receiving from the State shortly.

**William Hutchinson 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 we had a discussion about a roundabout at the intersection of Collins Ferry and University. There was misunderstanding about the roundabout because the wrong plans were provided at the public hearing the plan showed a certain street as only one way, which upset the public. The actual plan did not have this street changing to one way.

**CEO Bruffy** is recommending that the all the board members attend the state auditors training seminar. This training will inform us of what we are and are not able to do in regards to getting the levy to pass again.

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

October 9<sup>th</sup> 2019

**XII. Adjournment**

**Denny Poluga Made a Motion to adjourn at 1:24 P.M.**