

MINUTES OF THE BOARD OF AUTHORITY
County of Lackawanna Transit System
March 21, 2017

The regular meeting of the County of Lackawanna Transit System Authority was held on Tuesday, March 21, 2017 at 11:00 a.m. at the Lackawanna Transit Center.

Present were:	Carmen Libassi	Gregg Nieto
	Michael Dougherty	J. Timothy Hinton
	Robert Fiume	Joseph DeNaples
	Doug Hein	Jane Farrell
	Gretchen Wintermantel	Linda Matylewicz
	Mark Gifford	Dave Kaczmarek
	Joan Hodowanitz	

Mr. Carmen Libassi opened the meeting with the Pledge of Allegiance. Mr. Libassi added that an Executive Session was held prior to the meeting to discuss personnel matters.

Mr. Libassi requested a Roll Call of the Board Members. Carmen Libassi and Michael Dougherty were present; Gregg Nieto participated via phone; Martha Dougher and Larry Wynne were excused.

Acceptance of Minutes

Mr. Libassi asked if anyone had questions regarding February 2017 meeting minutes, there were none. Michael Dougherty made a motion to accept the minutes and Carmen Libassi seconded the motion. All were in favor.

Acceptance of Financial Documents

Mr. Libassi asked if anyone had questions pertaining to the Income Statements for the month of February 2017, there were none. Carmen Libassi made a motion to accept the financial documents and Michael Dougherty seconded the motion. All were in favor.

Public Comment/Agenda Items

Mr. Libassi welcomed comments from the public regarding agenda items; There were none.

Executive Director's Report

- A. Mr. Robert Fiume presented the ridership reports for the month of February 2017 for fixed route. Mr. Fiume stated that the average daily ridership for fixed route had an increase of approximately 200 trips from January 2017.
- B. Mr. Fiume reviewed the shared ride report and noted that the average daily ridership for February 2017 had decreased by approximately 20 trips from January 2017.
- C. Mr. Fiume announced that Ecolane is installing scheduling software in the Shared Ride division. The project is funded by the State of Pennsylvania for transit agencies across the state. They are training in the department now and the start date of the project is

March 29, 2017. Each driver will be issued a notepad; this will eliminate a paper manifest. The drivers schedule will be updated as the day progresses. Mr. Fiume noted that there may be some issues in the beginning and he asked for patients during the transition.

- D. Mr. Fiume requested a motion for the Approval of Program of Projects and Notice of Public Hearing. He explained that every year, the Federal Transit Administration requires us to advertise notice of public hearings and program of projects for the following year. Mr. Fiume stated that the MPO Luzerne/Lackawanna does publicize this but they do not break it down by agencies and federal law requires that you have to specify that information. Doug Hein noted that he had four projects that are out to Penn Dot that have not been approved. They will be added when they are approved. Michael Dougherty made the motion and Gregg Nieto second the motion. All were in favor.

Public Comment/Other Business

Mr. Libassi welcomed comments from the public regarding other business; Joan Hodowanitz addressed the board. Joan complimented COLTS on the way they kept the public informed of service alerts during the snowstorm. She recommended that COLTS follow the same path if there is a similar disruption in service. Joan also stated that she was pleased that we are coordinating service with LCTA. Because she is a veteran, she needs transportation to the VA in Wilkes Barre and other physicians in that area. She felt adding additional routes would be a great asset to the veteran's community. Joan questioned if the LCTA bus #17 was coming up during the storm and if it did, where did it pick up? Mr. Fiume thought it was coming into the COLTS terminal. She asked who is responsible to clear the cutout on Lackawanna Avenue. Mr. Fiume thought the city would be responsible to clear that area. Joan said she would bring it up at the City Council meeting. Joan also questioned why the sidewalk is not completely paved in front of the transit center. Mr. Fiume said he would look at it after the meeting. Mr. Libassi asked Joan if she was aware of any other problems that veterans were transportation. Joan stated that female veterans have to see doctors outside of the VA hospital because they do not service all of their needs. Mark Gifford stated that the VA stopped the van service from Scranton because they could not get volunteers. He felt there was a greater need for transportation to the VA. Mr. Libassi questioned if there was a better way to advertise the service if it is added. Joan suggested contacting the patient advocate at the VA. Mr. Fiume stated that he is working with LCTA and he hopes to have new routes added in the spring. Joan also suggested having some LCTA schedules available at the transit center.

Robert Fiume thanked all of the passengers for their patients during the storm. He also commended Gretchen Wintermantel for keeping the public informed of services during the storm.

Michael Dougherty made a motion to adjourn the meeting at 11:25 a.m. Gregg Nieto seconded the motion and all were in favor.

Submitted by:
Jane Farrell, Executive Assistant