

MINUTES OF THE BOARD OF AUTHORITY  
County of Lackawanna Transit System  
December 19, 2017

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The regular meeting of the County of Lackawanna Transit System Authority was held on Tuesday, December 19, 2017 at 11:00 a.m. at the Lackawanna Transit Center.

Present were:	Carmen Libassi	Larry Wynne
	Gregg Nieto	Robert Fiume
	Joseph DeNaples	Timothy Hinton
	Jane Farrell	Douglas Hein
	Robert Lesh	Gretchen Wintermantel
	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, Larry Wynne and Gregg Nieto were present. Martha Dougher and Michael Dougherty were excused.

Acceptance of Minutes

Mr. Libassi asked if anyone had questions regarding October 2017 and November 2017 meeting minutes, there were none. Gregg Nieto made a motion to accept the October 2017 minutes and Carmen Libassi seconded the motion. All were in favor. Larry Wynne made a motion to accept the November 2017 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 November, there were none. Larry Wynne made a motion to accept the financial documents and Carmen Libassi 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 November 2017. Mr. Fiume stated that the average daily trips for shared ride in November was 460 trips; which was down approximately 25 trips from October 2017. The fixed route average daily ridership for November 2017 was 3,415; which was down approximately 60 passengers from October 2017.
- B. Mr. Fiume requested a motion for the Approval of the 2018 Board Meeting Schedule. Gregg Nieto made the motion and Larry Wynne second the motion. All were in favor.

- C. Mr. Fiume stated that our annual Stuff the Bus benefiting Toys for Tots was on December 7, 2017. He stated that COLTS partnered with the ATU for the event. Gretchen Wintermantel announced that COLTS collected 645 toys and \$1,310 in monetary donations. She also expected additional donations to come in. Carmen Libassi commended Gretchen for her work on the event and he felt it was great publicity for COLTS.

#### Other Business

Mr. Fiume requested a motion to approve a revision to the Substance Abuse Policy. This approval is pending Solicitors review. The reason behind the revision is due to the change in the federal regulations regarding opioids. The change would be effective January 1, 2018 for the drug screenings. Gregg Nieto made the motion pending Solicitor review and Larry Wynne seconded the motion. All were in favor.

#### Public Comment

Mr. Libassi welcomed comments from the public regarding other business; Joan Hodowanitz addressed the board; Joan discussed an article that was in the newspaper regarding a Compressed Natural Gas Fueling station being opened in Dunmore. In the article it stated that COLTS is adding CNG buses to their fleet and plans to build a fueling station. She asked the timeline for the station. Bob Fiume said the project is part of a larger project through Penn Dot. We are one of 27 transit agencies having CNG stations built across the state. COLTS is one of seven that will offer public fueling access. Mr. Fiume felt the project would start in late spring and it should be done by July. Mr. Fiume stated that it would be built behind our building on North South Road. He said that upgrades are also planned for the maintenance and storage facility.

Joan also discussed the advertisements that are in the newspaper. She questioned what type of responses were received on recommendations for service. Gretchen Wintermantel stated that there were approximately 45 responses on line and approximately 20 from the newspaper.

Joan stated that she had taken the Old Forge bus the other day and the trolley was used for the trip. She said there weren't any signs to indicate that it was the Old Forge trip. She suggested using a chalk or white board. Bob Lesh stated that the trolley has signs for each of the routes. He will check to see why they weren't used. Joan also questioned a sign that is posted in the lobby of the transit stating "Only 30 Minute Loitering Time". She said at times, especially on Saturday's, you have to wait longer than 30 minutes for a bus. She asked if it was posted to discourage people that would cause problems. Bob Fiume said yes.

Carmen Libassi thanked everyone for their support in making COLTS a better place for the constituency. Mr. Libassi closed the meeting by wishing everyone Happy Holidays. Larry Wynne made a motion to adjourn the meeting at 11:15 a.m. Gregg Nieto seconded the motion and all were in favor.

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Submitted by:  
Jane Farrell, Executive Assistant