

MINUTES OF THE BOARD OF AUTHORITY
County of Lackawanna Transit System
July 18, 2017

The regular meeting of the County of Lackawanna Transit System Authority was held on Tuesday, July 18, 2017 at 11:05 a.m. at the Lackawanna Transit Center.

Present were:	Carmen Libassi	Michael Dougherty
	Martha Dougher	Larry Wynne
	Robert Fiume	Joseph DeNaples
	Jane Farrell	John Tomcho
	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, Martha Dougher, Larry Wynne and Michael Dougherty were present; Gregg Nieto was excused.

Acceptance of Minutes

Mr. Libassi asked if anyone had questions regarding June 2017 meeting minutes, there were none. Martha Dougher 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 June 2017, there were none. Michael Dougherty made a motion to accept the financial documents and Martha Dougher 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 June 2017 for fixed route. Mr. Fiume stated that the average daily ridership for fixed route had decreased by approximately 50 trips from May 2017.
- B. Mr. Libassi requested a motion for the Resolution Authorizing the Director of Grants & Finance to submit grants within the FTA TRAMS System. Mr. Fiume explained that this is a system used by the FTA to file reports, apply for funding and other assistance. Martha Dougher made the motion and Larry Wynne seconded the motion. All were in favor.

- C. Mr. Libassi requested a motion for the approval of Purchase Order for additional surveillance cameras. Larry Wynne made the motion and Michael Dougherty seconded the motion. All were in favor.
- D. Mr. Libassi requested a motion for the approval of Purchase Order for four Gillig CNG buses. Mr. Fiume explained that, right now, we have ten old buses that will be replaced by three buses coming in January and three coming next September. This order for the four would be for January 2019. After this order, we should be on schedule to have three new buses each year. Martha Dougher made the motion and Michael Dougherty seconded the motion. All were in favor.

Other Business

Mr. Fiume requested a motion for the MATP contract. Mr. Fiume explained that we contract with other vendors to help transport the MATP clients. John Tomcho stated that there was a concern with two of the vendors regarding insurance limits. He stated that SAFTI now requires a two million dollar liability limit. They are researching to see what the additional costs would be to the vendor to meet the standards. Mr. Fiume stated that the vendor could increase their rate to reflect the additional insurance costs. The approval for the contracts would be based on the solicitor's review when the insurance requirements are met. Michael Dougherty made the motion pending solicitor's review. Larry Wynne seconded the motion and all were in favor.

John Tomcho also stated that in addition to the MATP contracts, there are two contracts for adult day care services with Telespond and Arc Angel that should have been on the agenda. The service was previously under the Area Agency on Aging and they asked COLTS to administer the appointments but they still provide the transportation service. COLTS would then get the administrative fee for the trips. Martha Dougher made a motion to approve the contracts with Arc Angel and Telespond. Larry Wynne seconded 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 questioned the use of the surveillance cameras. Mr. Fiume stated that the cameras would be for the buses and vans. Originally, they planned to use some old cameras but because of the clarity of the new cameras they decided to use the new ones. Joan asked what COLTS will do with the old buses. Mr. Fiume stated that they are all past their useful life so we can sell them. Depending on the threshold some funds may have to back to FTA. Joan thought that the payback was done but she was surprised that nothing was in the paper. She also recommended having the paper do an article. Mr. Fiume thought the reporter would have done an article after the last meeting. Joe DeNaples suggesting having Gretchen do a press release. Joan suggested again having medical transportation provide transportation to the VA in Wilkes Barre. She said parking there is very difficult. Joan also suggested advertising that COLTS connects with LCTA to transport to the VA.

Carmen Libassi asked Joan if she saw the advertisement to take advantage of Coordinated Transportation in the newspaper. Joan said she did see the advertisement. Mr. Fiume asked John Tomcho about the transportation to the VA through Coordinated Transportation. John said they previously had funding for the transportation but the funds dried up and there weren't any other

funding sources. John said they dealt with the veteran's affairs department through the county to see if they could come up with another plan. John stated that there wasn't any feedback from individuals stating that there was a need for the service. Joan disagreed, stating that there is a DAV van but it is run by volunteers and they are limited now. Mr. Libassi asked John who was giving the feedback? John stated that it was through the county veteran's affairs department. He noted that it was a few years ago. Mr. Libassi suggested reinvestigation the need and contact our representatives to see about getting funding. Joan suggested contacting the patient advocate office.

Bob Fiume announced that the October meeting that was scheduled for Tuesday, October 17, 2017 has been changed to Wednesday, October 18, 2017 due to a meeting that the has to attend.

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

Submitted by:
Jane Farrell, Executive Assistant