

MINUTES OF THE BOARD OF AUTHORITY
County of Lackawanna Transit System
June 19, 2018

The regular meeting of the County of Lackawanna Transit System Authority was held on Tuesday, June 19, 2018 at 11:00 a.m. at the Lackawanna Transit Center.

Present were:	Martha Dougher	Larry Wynne
	Brian Doughton	Timothy Hinton
	Gregg Nieto (via phone)	Joseph DeNaples
	Robert Fiume	Douglas Hein
	Joan Hodanowitz	Borys Krawczeniuk
	Jim Rodway	Gretchen Wintermantel

Mr. Larry Wynne opened the meeting with the Pledge of Allegiance. Mr. Wynne added that an Executive Session was held prior to the meeting to discuss personnel matters and litigation.

Roll Call of the Board Members was done. Larry Wynne, Martha Dougher, and Brian Doughton were present. Gregg Nieto participated via phone. Michael Dougherty and was absent.

Acceptance of Minutes

Mr. Wynne asked if anyone had questions regarding May 2018 meeting minutes, there were none. Martha Dougher made a motion to accept the minutes and Brian Doughton seconded the motion. All were in favor.

Acceptance of Financial Documents

Mr. Wynne asked if anyone had questions pertaining to the Income Statements for the month of May 2018, and there were none. Brian Doughton made a motion to accept the financial documents and Martha Doughton seconded the motion. All were in favor.

Public Comment/Agenda Items

Mr. Wynne welcomed comments from the public regarding agenda items; there were none.

Executive Director's Report

- A. Mr. Robert Fiume reported that Thursday, June 21 is Dump the Pump Day, a national campaign in which COLTS participates each year. He said COLTS staff would be at the Transit Center to answer questions from 8 a.m. to 6 p.m. Mr. Fiume said the event is held attract new riders and thank current passengers.
- B. Mr. Fiume stated that the average daily trips for shared ride in May was 462 trips; which was up 22 trips from May's average daily ridership of 440.

- C. Mr. Robert Fiume presented the ridership reports for the month of May 2018. The fixed route average daily ridership for May 2018 was 3,365, which was up 150 trips from May's ridership of 3,215.
- D. Mr. Fiume requested the approval of an upgrade to the COLTS telephone system with Iron-Tree Data which will handle the upgrade. Brian Doughton made the motion. Martha Dougher seconded it. All were in favor.
- E. Mr. Fiume requested a motion to award a contract with G.R. Noto for installation of electrical service for a temporary CNG fueling tank to be placed at COLTS until a permanent station can be built there. The cost is approximately \$60,000 and PennDOT will pay for it. Larry Wynne made the motion. Martha Dougher seconded it. All were in favor.
- F. Mr. Fiume requested approval of a contract with Compass Natural Gas for rental of a CNG fueling tank. Compass was the lower of the bids submitted. The contract is a \$7,995 per month for one year but is severable after six months. Martha Dougher made the motion. Brian Doughton seconded it. All were in favor.

Other Business

- A. Mr. Fiume requested a resolution to file an application and certify local match, something that is done every year. There is state bond money for which COLTS is eligible in the amount of \$15,511. It will be used for capital. This resolution allows COLTS to apply for that funding and commits \$1,489 in local match. Larry Wynne made the motion. Martha Dougher seconded it. All were in favor.
- B. Mr. Fiume asked for a motion to accept a Commercial Drivers' License Hiring, Retention, and Discipline Policy pending solicitors' review. Larry Wynne made a motion, Martha Dougher seconded. All were in favor.
- C. Mr. Fiume asked for a new agreement with Summers Nagy Law firm, which is currently used by COLTS for labor issues, pending solicitors' review. Brian Doughton made a motion. Martha Dougher seconded. All were in favor.

Public Comment

Mr. Wynne welcomed comments from the public regarding other business. Joan Hodowanitz praised driver Dan Wittenbreder for his handling of an accident several weeks ago on Main Ave., calling him a "total professional." She said she is happy we are doing Dump the Pump again, and that she gave up her car six years ago and has ridden the bus ever since. Ms. Hodanowitz brought up an article that was in the paper on June 13 about business leaders convening to discuss transportation and remarked that she was surprised that COLTS was not there.

Mr. Fiume told her we were aware of the meeting, and Gretchen Wintermantel explained that it is part of the NEPA Equitable Transit Council and that COLTS was not invited. Ms. Hodanowitz said it was unfortunate we were not invited and that both COLTS and LCTA should have been major players in the forum. Mr. Fiume said COLTS has been working with the Chamber of Commerce to develop service to Jessup Business Park and others.

Brian Doughton made a motion to adjourn the meeting at 11:20a.m. Martha Dougher seconded the motion and all were in favor.

Submitted by:
Gretchen M. Wintermantel
Communication Director