

MINUTES OF THE BOARD OF AUTHORITY
County of Lackawanna Transit System
December 20, 2016

The regular meeting of the County of Lackawanna Transit System Authority was held on Tuesday, December 20, 2016 at 11:00 a.m. at the Lackawanna Transit Center.

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| Present were: | Carmen Libassi | Gregg Nieto |
| | Michael Dougherty | Martha Dougher |
| | Robert Fiume | Joseph DeNaples |
| | J. Timothy Hinton | Jane Farrell |
| | Gretchen Wintermantel | Doug Hein |

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, Michael Dougherty Gregg Nieto and Martha Dougher were present; Larry Wynne was excused.

Acceptance of Minutes

Mr. Libassi asked if anyone had questions regarding November 2016 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 November 2016. 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 November for fixed route. Mr. Fiume stated that the average daily ridership for fixed route had increased by approximately 10 passengers from October.
- B. Mr. Fiume reviewed the shared ride report and noted that the average daily ridership for November 2016 remained the same from October 2016. He noted that the ridership had increased from October 2015 by approximately 19 passengers.
- C. Mr. Fiume requested a motion for the Resolution to Approve the Amendment to the Money Purchase Plan. Gregg Nieto made the motion and Martha Dougher seconded the motion. All were in favor.

- D. Mr. Fiume requested a motion for the FTA Authorization Resolution. Martha Dougher made the motion and Michael Dougherty second the motion. All were in favor.
- E. Mr. Fiume thanked his staff, especially Gretchen Wintermantel, for the great job they did with the Toys for Tots event. We collected almost 400 toys during Stuff the Bus. This fulfilled the entire list for one of the local non-profit organizations. Also, there was \$931 in cash that was collected that will be used by the Marines to purchase additional gifts for the area children. Mr. Fiume also thanked that the ATU Union that collected a large number of toys for the event.
- F. Mr. Fiume announced that our tracking system through AVAIL Systems will be available to the public through My Stop on January 23, 2017. This will allow the public to create an account to get alerts and text messages for bus information. They will be able to pick a route to see if the bus is running on time and they will receive public alert messages, such as snow route information. Google Trip Planner will also be available. This will allow the person to type in the beginning location and final destination and Google tell them the best bus routes to take.

Other Business

- A. Mr. Fiume requested a motion for the Approval of the 2017 Board Meeting Schedule. Gregg Nieto made the motion and Martha Dougher second the motion. All were in favor.
- B. Mr. Fiume requested a motion for the Approval of the Amended Distracted Driver Policy. Michael Dougherty made the motion. Gregg Nieto seconded the motion and all were in favor.
- C. Mr. Fiume requested a motion for the Approval of the Telephone Interpreter Service Contract. Martha Dougher made the motion and Michael Dougherty second the motion. All were in favor.

Public Comment/Other Business

Mr. Libassi welcomed comments from the public regarding other business. Martha Dougher commented on her use of the Shared Ride Program. She stated that she had surgery in November and the service provided to her was excellent.

Gregg Nieto made a motion to adjourn the meeting at 11:10 a.m. Michael Dougherty seconded the motion and all were in favor.

Submitted by:

Jane Farrell, Executive Assistant