

MINUTES OF THE BOARD OF AUTHORITY  
County of Lackawanna Transit System  
October 20, 2021

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The regular meeting of the County of Lackawanna Transit System Authority was held on Wednesday, October 20, 2021 at 4:40 p.m. via zoom and conference call. The meeting was not held at the Lackawanna Transit Center due to the visit of President Joseph Biden. The visit closed down Lackawanna Avenue during the time period of the meeting.

Present were:	Martha Dougher	Larry Wynne
	Michael Dougherty	Gregg Nieto
	Brian Doughton	Atty. Timothy Hinton
	Wayne Williams	Atty. Joseph DeNaples
	Jane Farrell	Michael Danchak
	Gretchen Wintermantel	

Mr. Larry Wynne opened the meeting with the Pledge of Allegiance. Mr. Wynne added that Executive Sessions were held on October 8<sup>th</sup>, October 18<sup>th</sup> and prior to today's meeting to discuss personnel matters.

Mr. Wynne requested a roll call of the board members. Larry Wynne, Brian Doughton, Martha Dougher, Gregg Nieto and Michael Dougherty participated via phone.

Acceptance of Minutes

Mr. Wynne requested a motion to approve the September 2021 meeting minutes. Brian Doughton made a motion to accept the minutes and Martha Dougher seconded the motion. All were in favor.

Acceptance of Financial Documents

Mr. Wynne requested a motion to approve the Financial Statements for the month of September 2021. Michael Dougherty made a motion to accept the financial documents and Gregg Nieto 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. Wayne Williams presented the ridership reports for the month of September 2021 for fixed route. The fixed route average daily ridership for September 2021 was 1,710, this is up 114 passengers from August 2021. Mr. Williams noted that the ridership for September 2021 was a total of 46,174 riders.

- B. Mr. Williams presented the ridership reports for the month of September 2021 for shared ride. The average daily trips for shared ride in September 2021 was 393, this is an increase of 22 trips from August 2021. The total ridership for September 2021 was 8,243 trips.
- C. Mr. Williams stated that the Department Reports are included in the board packet.
- D. Mr. Williams stated COLTS will be offering free rides at the end of the month and we are preparing for the Toys for Tots event in December.

Public Comment/Other Business

- A. Mr. Wynne requested a motion to authorize the Interim Executive Director to be appointed as the Plan Administrator with regard to the COLTS Retirement Plans effective October 2, 2021. Martha Dougher made a motion to table the action. Brian Doughton seconded the motion. All were in favor of tabling the motion.
- B. Mr. Wynne requested a motion to approve the hiring of the New Executive Director and the approval of the Employment Agreement for the new Executive Director. Michael Dougherty made a motion and Larry Wynne seconded the motion. All were in favor.
- C. Mr. Wynne welcomed comments from the public regarding other business; there were none.

Brian Doughton made a motion to adjourn the meeting at 4:45 p.m. Martha Dougher seconded the motion and all were in favor.

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Submitted by:  
Jane Farrell, Administrative Specialist