

MINUTES OF THE BOARD OF AUTHORITY
County of Lackawanna Transit System
January 31, 2023

The regular meeting of the County of Lackawanna Transit System Authority was held on Tuesday, January 31, 2023 at 4:35 p.m. at the Lackawanna Transit Center.

Present were:	Michael Dougherty	Larry Wynne
	Brian Doughton	Martha Dougher
	J. Timothy Hinton	Joseph DeNaples
	Timothy McGrath	Mike Danchak
	Jane Farrell	Zain Rabbani
	Boris Krawczeniuk	Krysten Xanthis
	Evan Xanthis	

Attorney Atty. J. Timothy Hinton opened the meeting with the Pledge of Allegiance. Attorney Hinton called the meeting to order.

Attorney Hinton, as Solicitor for COLTS, requested a motion for the appointment of the Chairman of the Board of Directors. Martha Dougher made a motion to appoint Larry Wynne as the Chairman. Michael Dougherty seconded the motion and all were in favor.

Larry Wynne stated that an Executive Session was held prior to the meeting to discuss personnel matters.

Reorganization

Larry Wynne requested a motion to nominate the Vice-Chairman. Martha Dougher made a motion to appoint Michael Dougherty as Vice-Chairman. Brian Doughton seconded the motion and all were in favor.

Brian Doughton made a motion for Martha Dougher to hold the office of Secretary. Gregg Nieto seconded the motion and all were in favor.

Brian Doughton made a motion for Gregg Nieto to hold the office of Treasurer. Michael Dougherty seconded the motion and all were in favor.

Michael Dougherty made a motion for Brian Doughton to hold the office of Vice Secretary/Vice Treasurer. Gregg Nieto seconded the motion and all were in favor.

Brian Doughton made a motion to reappoint Timothy Hinton and Joseph DeNaples as Solicitors to COLTS. Martha Dougher seconded the motion and all were in favor.

Larry Wynne requested a motion to appoint Martha Dougher and Michael Dougherty to the ATU Pension Committee. Gregg Nieto made a motion for the appointment and Brian Doughton seconded the motion. All were in favor.

Larry Wynne requested a motion to appoint Gregg Nieto and Larry Wynne to the SEIU Pension Committee. Michael Dougherty made a motion for the appointment and Brian Doughton seconded the motion. All were in favor.

Larry Wynne requested a motion to appoint Brian Doughton and Larry Wynne to the Personnel Committee. Gregg Nieto made a motion. Martha Dougher seconded the motion and all were in favor.

Martha Dougher made a motion to reappoint Katie McAndrew as the Right to Know Officer. Gregg Nieto seconded the motion. All were in favor.

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

Acceptance of Minutes

Mr. Wynne requested a motion to accept the November 2022 and the December 2022 meeting minutes. Brian Doughton made a motion to accept the November 2022 minutes and Martha Dougher seconded the motion. All were in favor. Larry Wynne made a motion to accept the December 2022 minutes and Martha Dougher seconded the motion. All were in favor.

Acceptance of Financial Documents

Mr. Wynne requested a motion to approve the Income Statements for December 2022. Brian Doughton 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. Timothy McGrath presented the fixed route ridership report for the month of December 2022. Mr. McGrath noted that the ridership was down by over 4,000 from November 2022 however, it was up from December 2021 by 4,000. We remain down from the pre-covid numbers by 24,500. Mr. McGrath had the monthly phone call with Penn Dot and they feel that our service is running as expected. At this point, we are running at approximately 67% pre-covid, in November we were around 68%. Mr. McGrath feels that the weather has made an impact on the numbers and historically ridership is down from November to December. Mr. McGrath noted that the revenue was down from November 2022 by \$18,600, down from December 2021 by \$6,000 and also down from December 2019 by \$59,000.
- B. Mr. McGrath reviewed the shared ride report for December 2022. Mr. McGrath stated that the ridership for December 2022 was 7,462. This is down by approximately 500 from November 2022 but up from December 2021. However, we are still down by almost 1,000 from December 2019. The revenue is down approximately \$3,600 from November 2022 and down from December 2021. We are down \$6,400 from December 2019. For the month of December, we were running at approximately 75% to 78% pre-covid numbers.

- C. Mr. McGrath stated that the FTA will be performing the Triennial Review within the next few months. This is a very laborious and lengthy process that COLTS has been involved in for the last few weeks, if not longer. We are pulling documentation that the FTA has requested, which is part of the process. This involves hundreds, if not thousands of documents that are requested from us. The deadline to get the information in is February 3, 2023. Once the documents are submitted, they will begin to process the documentation to prepare for the review. The full review is scheduled for the third week of July.
- D. Mr. McGrath stated that the sealed bids for the new facility are due at COLTS by 10:00 a.m. tomorrow. Penn Dot will be here to receive them and a formal opening will be held at that time. At this point, everything is on schedule. The groundbreaking will be held in the spring but, that is tentative.

Public Comment/Other Business

Mr. Wynne welcomed comments from the public regarding other business; Evan Xanthis addressed the board. Evan stated that she is concerned for the safety of her daughter while she is waiting for the bus at the transit center because of an incident that happened a few months ago. She stated that she had gone to the commissioners and the city counsel and nothing is being done. She feels that there should be security present at the building. She stated that her daughter stays in the bathroom when she is at the transit center to feel safe. Evan also stated that, because of the route changes, her daughter has to walk 5 extra blocks to see her patients. Evan said that she hasn't been riding the bus and she hasn't been to the transit center in a very long time. She feels the individuals that wait at the transit center are offensive. Evan wished that COLTS would increase the bus service so her daughter can get to work. Zain Rabbani asked where her daughter works. Evan stated that she works all over because she sees patients. She said that when she comes home at night, her daughter has to cross Greenridge Street and it is very unsafe. Krysten Xanthis stated that she spoke with someone at the newspaper about the issues she is having. Krysten stated that she is waiting to hear back from them. Krysten stated that she didn't have a problem with the drivers or anyone else at COLTS, she just remembers that there had been security and she would like to see it come back. She thought it was possible that the funding went down due to covid but, she thought maybe we could get more funds for security. Krysten stated that, because of the incident that happened, she is very nervous about being at the transit center. She did not want to explain the incident because, several of the board members and solicitors know what happened. Mr. McGrath stated that he introduced her to our Safety and Security Manager. Mr. McGrath asked if she had his phone number. She said she did not get the number. Mr. McGrath stated that he would give it to her. Mr. McGrath also stated that they had encouraged her to check in at the customer service desk, and they would keep an eye on her if she sat in the first row. Krysten commended COLTS and the drivers, but she wishes that there would be security. Brian Doughton told Krysten that he appreciates that she has come to address the board. He stated that he was not familiar with the incident but, he will look into it to see what can be done to help. Krysten stated that she can take an Uber but, she can't do that all of the time because of the expense. Mr. McGrath stated that he didn't want to have her do that. Mr. McGrath explained that there was a contract between COLTS and Martz that was dissolved. He will look to see what the other options are going forward. Evan was told that the commissioners would help but, she is getting different information from everyone. She just wants to make sure other women are secure.

Brian Doughton made a motion to adjourn the meeting at 4:55 p.m. Larry Wynne seconded the motion and all were in favor.

Submitted by:

Jane Farrell, Transit Center Manager