

MINUTES OF THE BOARD OF AUTHORITY
County of Lackawanna Transit System
November 30, 2022

The regular meeting of the County of Lackawanna Transit System Authority was held on Wednesday, November 30, 2022 at 4:35 p.m. at the Lackawanna Transit Center.

Present were:	Brian Doughton	Gregg Nieto
	Martha Dougher	Atty. Joseph DeNaples
	Atty. J. Timothy Hinton	Timothy McGrath
	Jane Farrell	Zain Rabbani
	Michael Danchak	Kelly Matone
	Wayne Williams	

Mr. Brian Doughton opened the meeting with the Pledge of Allegiance. Mr. Doughton added that an Executive Session was held prior to the meeting to discuss personnel matters.

Mr. Doughton requested a roll call of the board members. Brian Doughton was present. Gregg Nieto and Martha Dougher participated via phone. Larry Wynne was absent.

Acceptance of Minutes

Mr. Doughton requested a motion to approve the October 2022 meeting minutes. Martha Dougher made a motion to accept the minutes and Gregg Nieto seconded the motion. All were in favor.

Acceptance of Financial Documents

Mr. Doughton requested a motion to approve the Financial Statements for the month of October 2022. Martha Dougher made a motion to accept the financial documents and Gregg Nieto seconded the motion. All were in favor.

Public Comment/Agenda Items

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

Executive Director's Report

- A. Mr. Timothy McGrath presented the Shared Ride and Fixed Route ridership reports for the month of October 2022. Mr. McGrath noted that the shared ride revenue for October 2022 was \$38,978, which is approximately \$8,000 over October 2021. In October 2022, the ridership was 8,298, which is up slightly from 2021 but down from September 2022.
- B. Mr. McGrath reviewed the Fixed Route report. October 2022 revenue total was \$53,644, which is up approximately \$13,000 from October 2021 but down approximately \$1,000 from September 2022. The numbers are still down approximately \$57,000 from 2019. Mr. McGrath felt the decrease is normal at this time of year as people tend to stay in more at this time of year. The ridership for October 2022 was 56,557 which is up approximately 9,000 from October 2021. We are still down sustanitially 2019.
- C. Atty. Timothy Hinton questioned why they feel that the numbers for the Shared Ride Service haven't come back up when comparing October 2022 to October 2019. Wayne Williams stated that the medical and dialysis trips have stayed constant. Wayne felt that

the decline is due to the lack of trips to the senior centers. In the past, they had approximately 80 to 90 trips a day to the senior centers and all of that has declined since Covid. Wayne stated that our numbers are actually higher than other shared ride systems around the State. The others are running at approximately 65% and we are at 75% pre-Covid. Mr. McGrath stated that we are now using more milage with less people. Wayne stated that, with the senior centers, they were picking up several people at one location and taking all of them to another location. Now it is mainly individual trips. Atty. Hinton asked how the tablets have been working out. Wayne stated that he and Mr. McGrath were up in Wayne County to look at their system. He said that they are using a larger tablet, which allows them to look at their schedule and Google Maps at the same time. Because our tablets are smaller, the drivers can't do that. Wayne suggested that we look into those for the future. Wayne stated that Ecolane has implementing Ecolane Evolution, which is an assessment that COLTS went through in May. The report came back, stating that we are above the standards on our performance compared to other agencies around the state. Wayne praised the shared ride drivers for their hard work. Wayne stated that, if they start doing the Micro-transit, they would have to get a new program for that service.

- D. Zain Rabbani addressed the board. Zain stated that there was some public and driver feedback regarding the route changes that were done in October. The change to the Old Forge schedule was the one that received the most complaints. They are working on adding more trips to the Old Forge run to accommodate the service to Walmart and Price Chopper. There will be changes to some of the other routes. Mr. McGrath stated that the new bid for the drivers is next week and the changes will be implemented on January 9, 2023. Zain stated that they are now getting the union involved with the complaints and changes during a monthly meeting to get their input. He felt that, if they address at least 3 topics a month, it will help with communication between management and the union.
- E. Mike Danchak addressed the board. Mike stated that there is a resolution on the agenda today for a budget revision. He stated that the expenses for gas and supplies have increased. He noted that there had been some cost efficiencies with regard to the health claims. Mike also stated that there had been some efficiencies with the pension plan. He thought we would be down more that we actually are. There has been a decrease in overtime as well. Historically, it has been approximately \$500,000 and this year it should be approximately \$300,000. Due to these efficiencies, we can do the retention payments.

Public Comment/Other Business

- A. Mr. Doughton requested a motion for the Resolution Certifying the Adoption of the First Budget Revision of the 2022-2022 Fiscal Year. Martha Dougher made the motion and Gregg Nieto seconded the motion. All were in favor.
- B. Mr. Doughton requested a motion for the Resolution Authorizing Retention Payments to All Colts Employees. Martha Dougher made the motion and Gregg Nieto seconded the motion. All were in favor.
- C. Mr. Doughton requested a motion for the Resolution to offer free rides on Veterans Day 2022 to current military members and Veterans. Gregg Nieto made the motion and Martha Dougher seconded the motion. All were in favor. Atty. Hinton noted that the resolution is retroactive.

- D. Mr. Doughton requested a motion for the Resolution to File Application and to Certify Local Match. Martha Dougher made the motion and Gregg Nieto seconded the motion. All were in favor.
- E. Mr. Doughton requested a motion to Amend the Executive Directors Employment Agreement. Martha Dougher made the motion and Gregg Nieto seconded the motion. All were in favor.

Mr. Doughton welcomed comments from the public regarding other business; there were none.

Martha Dougher made a motion to adjourn the meeting at 5:00 p.m. and Gregg Nieto seconded the motion. All were in favor.

Submitted by:
Jane Farrell, Transit Center Manager