

but, now we are at about 68% of pre-covid service. This is good news because we were hovering around 62%. Hopefully this will continue to grow.

- C. Zain Rabbani addressed the board. Zain stated that they had gotten complaints about the Old Forge schedule that was changed in October. They did some research to see what time of the day the services were needed the most. They have created a smaller trip that will just go to Price Chopper and Walmart. It will be the Taylor Express route and information has been put out on social media. One of the benefits of adding this route is to let the passengers know that we are listening to them to improve the service. Now we are getting a lot of emails and other engagement from the general public. The new route will take effect on January 9, 2023. Zain will keep everyone posted on how the numbers look for the new run and other adjustments that will be made. Each month there will be updates on when and if any changes are being made. Mr. McGrath noted that when the changes were made, we were met with minimal issues and positive responses. Now we are working to make some adjustments in response to the comments. The changes will align with the next driver bid. Mr. McGrath also noted that they have been working to finalize the new Clarks Summit route and promotions for the route will begin shortly. The route is mainly focused on the two high-rise buildings in Clarks Summit and the general public hasn't been informed yet.
- D. Mike Danchak addressed the board. Mike stated that the numbers look good at this point in time. They have seen improvements with the overtime and fuel prices have moderated. In the past year we have increased our inventory, so the parts that we needed, have been coming from the inventory that we have.
- E. Mr. McGrath stated that we hosted the pre-bid meeting for the new facility. Atty. Joseph DeNaples participated in the meeting and he gave an overview of the PLA Agreement. The project manager from Gannett Fleming was also at the meeting. The feedback was positive based on the numbers in attendance and virtually. They were also please because they were familiar with several of the contractors that were there. Some are working with LCTA and other transit agencies across the state. They were also surprised that many of the contractors were asking questions during the meeting, which was positive. They expect to have the bids back to be approved by the February 23rd and then the board will approve it. Atty. DeNaples felt that there should be a committee assembled to review the bids. He stated that all of the board members can serve on the committee or only a few. It would be up to the board to decide if some members would like to defer to other members as there will be a lot of documents to review. Mr. McGrath stated that they will get together in the beginning of the year to make a decision. He felt that Penn Dot would appreciate it, if at least one of the board members were included in communications on the project. Atty. DeNaples stated that it was suggested that 2 Board Members (more or less), the Executive Director, the Solicitors, the construction manager from Gannet Fleming and Michael Danchak serve on the committee. Mike Danchak also noted that the committee would have to review Good Faith DBE efforts if they will be sufficient. Atty. DeNaples stated that the DBE amount is approximately 1.2 million. Atty. DeNaples also noted that the committee will be disbanded once the contracts are awarded, so it is a short-term commitment.
- F. Mr. McGrath stated that we have begun the Triennial process, which is the review preformed by the FTA. There has been a meeting with the Program Manager and that was followed up by the first webinar to explain how to prepare for the process. PPTA is also encouraging attending in person training for the process at Penn State. Mr. McGrath stated that this will be the first time that he and Mike Danchak go through this review and it is very invasive. Atty. DeNaples felt that, no matter how thorough we are through

the process, they will be critical and they will have findings. He said not to be insulted or nervous because, it is their job to find issues.

- G. Mr. McGrath announced that the annual Toys for Tots event was a success. He commended Katie McAndrew for coordinating the event in Gretchen's absence. This year's event collected \$7,000 and 1823 toys. The ATU members also reach out for donations to assist with the event. This event also speaks to the generosity of our community partners and residents of Lackawanna County.
- H. Mr. McGrath announced that this will be the last official meeting that Dave Kaczmarek would serve as President of the ATU. He thought Dave was coming to the meeting but, he did not attend. Mr. McGrath wished Dave well and announced that Steve Matassa will be taking Dave's place on January 1, 2023. John Beckage will be Vice President, Gerald Haggerty will be Treasurer, Alyne Scartelli will be Secretary and John Robinson will be Steward. Mr. McGrath stated that he is looking forward to working with all of them.

Public Comment/Other Business

- A. Mr. Wynne requested a motion to Approve the COLTS Accounting Policy. Martha Dougher made the motion and Michael Dougherty seconded the motion. All were in favor.
- B. Mr. Wynne requested a motion for the Resolution to Approve the COLTS 2023 Public Transportation Agency Safety Plan (PTASP). Michael Dougherty made the motion and Martha Dougher seconded the motion. All were in favor.
- C. Mr. Wynne requested a motion to Approve the 2023 Board Meeting Schedule. Michael Dougherty made the motion and Martha Dougher seconded the motion. All were in favor.

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

Martha Dougher made a motion to adjourn the meeting at 4:50 p.m. and Michael Dougherty seconded the motion. All were in favor.

Submitted by:
Jane Farrell, Transit Center Manager