

MINUTES OF THE BOARD OF AUTHORITY
County of Lackawanna Transit System
February 22, 2023

The regular meeting of the County of Lackawanna Transit System Authority was held on Wednesday, February 22, 2023 at 4:30 p.m. at the Lackawanna Transit Center.

Present were:	Larry Wynne	Martha Dougher
	Gregg Nieto	Michael Dougherty
	Brian Doughton	Atty. Joseph DeNaples
	Atty. Timothy Hinton	Timothy McGrath
	Jane Farrell	Michael Danchak
	Keri Savage	Jerry Nichols
	Louis Costanzo	Borys Krawczeniuk

Mr. Larry Wynne opened the meeting with the Pledge of Allegiance. Mr. Wynne stated that there was an Executive Session held on Friday, February 17, 2023 to discuss the COLTS facility project. Mr. Wynne added that an Executive Session was held prior to the meeting to discuss personnel matters.

Mr. Wynne requested a roll call of the board members. Brian Doughton and Larry Wynne were present. Martha Dougher (joined the meeting via phone at 4:37), Michael Dougherty, and Gregg Nieto participated via phone

Acceptance of Minutes

Mr. Wynne requested a motion to approve the January 2023 meeting minutes. Brian Doughton made a motion to accept the minutes and Michael Dougherty 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 January 2023. Brian Doughton made a motion to accept the financial documents and Michael Dougherty 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 ridership report for the month of January 2023 for fixed route. Mr. McGrath noted that the fixed route ridership was at 50,860. This is a slight increase from December 2022, which is expected this time of year. Comparing January 2023 to 2019, we are at approximately 66% pre covid. Mr. McGrath noted that, at one point, it had been at 68% but a decrease is expected during the winter months. Mr. McGrath pointed out that the revenue for January 2023 was \$64,215, which is approximately \$20,000 more than December of 2022 however, the revenue is only at 79% from January 2019.

- B. Mr. McGrath presented the ridership report for the month of January 2023 for shared ride. Mr. McGrath noted that the revenue was \$35,750, which is up approximately \$8,000 from 2022 and \$8,000 more than January 2019. The ridership for January 2023 was 7,960 which is slightly above December 2022 and only 465 less than January 2019.
- C. Mr. McGrath stated that the Department Reports are included in the board packet. Mike Danchak addressed the board with regard to the Finance Department. Mike noted that Mr. McGrath touched on the ridership. He stated that when the passes are sold, many of them are not used right away. He felt that the increase in sales is a good sign for future ridership. Mike stated that inflation is still an issue for the finance department.
- D. Keri Savage addressed the board with regard to Human Resource Department. Keri stated that we are doing well with staffing for fixed route and shared ride. We are still looking for a Class A Mechanic. The opening has been advertised on Facebook and the COLTS website in addition to other outlets. There will be a customer service position opening up. It has been posted internally and soon it will be advertised to the public. Mr. McGrath noted that finding a Class A Mechanic has been a challenge not just for us but industry wide.

Public Comment/Other Business

- A. Mr. Wynne requested a motion for the resolution to offer free rides for the Scranton St. Patrick's Day Parade. Martha Dougher made the motion and Brian Doughton seconded the motion. All others were in favor.
- B. Mr. Wynne requested a motion for the Resolution to adopt the recommendation of the COLTS Project and Construction Manager, Gannet Fleming, to award the four prime contracts for the COLTS new facilities project as follows:

Brian Doughton made the motion to award the General Contractor contract to L.R. Costanzo Co., Inc. Martha Dougher seconded the motion. All were in favor.

Martha Dougher made the motion to award the Mechanical Contractor contract to Scranton Sheet Metal, Inc. Mike Dougherty seconded the motion. All were in favor.

Michael Dougherty made the motion to award the Electrical Contractor contract to G.R. Noto Electrical Construction, Inc. Gregg Nieto seconded the motion. All were in favor.

Martha Dougher made the motion to award the Plumbing Contractor contract to O & M Multi-Trade, Inc. Brian Doughton 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. and Martha Dougher seconded the motion. All were in favor.

Submitted by:
Jane Farrell, Executive Assistant