MONONGALIA COUNTY URBAN MASS
TRANSPORTATION AUTHORITY
BOARD OF DIRECTOR’S MEETING

January 8, 2020

Authority Members Present: Jenny Dinsmore
Ron Bane
Terri Cutright
Denny Poluga

Authority Members Absent: James Manilla
Clement Solomon

Other Personnel Present: David Bruffy
Loring Danielson
Maria Smith
Paul Burns
Tracy DeBardi

I. Call to Order:
The Transit Authority Board Meeting for January 8, 2020 was called to order at
12:04 P.M. by President Jenny Dinsmore.

II. Reading and Approval of Minutes
A. December 11, 2019 Minutes

Ron Bane Made a Motion to approve the minutes from the December 8, 2019 board meeting.
Denny Poluga seconded the Motion.

For: All                      Opposed: None

III. Presentations:
A. Driver of the Month For December 2019

The Transit Authority Board announced the Authority’s December Driver of the Month, Mr.
William McClain. The Authority also recognized John Blosser, William Kimbrel, Anne Cramer
and Robert Smith for their outstanding performance during the month of December.

B. Rider of the Month For January 2020

The Transit Authority Board announced Alyssa Guillot as the January Rider of the Month
nominated by the Mountain Line Transit Citizen’s Advisory Committee.

CEO Bruffy stated there was one new hire for the month of December. Ben Mita was hired as a
new full time Receptionist.
IV. Opportunity for Public Comments:

Opened at 12:07 pm

Debra Gordey 52 Dustin Lane Morgantown, WV – Was questioning the procedure for requesting public information. Discussed an issue she had in an emergency with her brother-n-law and felt we did not communicate with her husband, Bus Driver Ricky Gordey fast enough nor pull him off the route as quickly as we could have.

Closed at 12:14 pm

V. Monthly Data Summaries and Correspondence

Mountain Line reports the total passenger trips to date this calendar year as of December 2019 were 871,217 compared 984,839 total passenger trips to date for calendar year 2018. The total passenger trips for the year were down 12%. The total number of service days for the month of December 2019 was 31. Total passengers for December 2019 were 62,929 up 36% compared to December 2018. Disabled passenger trips were up 13%, senior passenger trips were up 22% and WVU passenger trips were up 52% compared to December 2018. During December 2019 the Transit Authority traveled 123,284 miles.

VI. Financial Report

A. December 2019 Financial Report

The financial report for December 2019 was reviewed by the Transit Authority Board Members. There were no questions or further discussion.

Terri Cutright Made a Motion to Accept for audit the December 2019 Financial Report. Ron Bane seconded the Motion.

For: All Opposed: None

VII. Old Business:

A. Short and Medium Range Operation Plan Update

CEO Bruffy stated the plan is still on schedule and we are having bi-weekly phone calls for progress updates. The next phone call will be this Friday.

B. City Bus Shelter Update

CEO Bruffy stated we have spoken with the City. Paul the Assistant Manager of Operations stated the city is giving us a pad across from the beauty school on Walnut Street. Paul will call the city to try to get a timeline on the pad on Walnut Street.

C. Bus Purchase Grant Review

CEO Bruffy went over the Bus Purchase Grant Review chart with the board members.
D. Fuel System Update

CEO Bruffy stated the mechanics are installing the Fuel Master Parts upgrade on the buses as they come in for service. We have installed this on seven buses so far due to this taking an additional 1.5 hours on top of regular service time. So when the drivers pull in to the gas pumps they no longer have to manually enter the mileage. This system will let us know if there is an issue with the bus.

E. Property Tax Bus Pass Program Update

CEO Bruffy stated we have started rolling out the Property Tax Bus Pass on the Cassville route first. When we met with all the Social Service Agency heads we shared this program with them. We have issued four passes at this time and have passed out flyers on the Cassville route on Monday.

VIII. New Business

A. TIP Amendment

CEO Bruffy stated this TIP Amendment includes the purchase of new buses and to make the grant application.

Ron Bane Made a Motion to Approve the TIP Amendment. Denny Poluga seconded the Motion.

For: All  
Opposed: None

B. Resolution 2020-1, County Levy Ballot Request

CEO Bruffy explained the Resolution we need to submit to the County Commission to request them to place the Levy on the Ballot. Board President Jenny Dinsmore read out the Resolution in its entirety.

Denny Poluga Made a Motion to Approve the Resolution 2020-1, County Levy Ballot Request. Ron Bane seconded the Motion.

For: All  
Opposed: None

C. Transit Asset Management – Accountable Executive

CEO Bruffy stated the new FTA regulation requires the designation of an Accountable Executive for the purpose of transit asset management for MCUMTA.

Denny Poluga Made a Motion to Approve CEO Bruffy as the Accountable Executive. Ron Bane seconded the Motion.

For: All  
Opposed: None
D. Grey Line Rate Change Review & Proposal

CEO Bruffy went over the graph since the rate change with the board members. Showing ridership has increased. CEO Bruffy recommends that we make the rate change permanent.

Denny Poluga Made a Motion to Approve the Grey Line Rate Change. Ron Bane seconded the Motion.

For:  All  Opposed: None

E. Memorial Designation- Wayne Pifer Passenger Terminal

CEO Bruffy showed a mock up for the sign and Wayne Pifer Passenger Terminal renaming. The board members discussed and agreed to approve the digital sign and the renaming. The Board members were all for moving forward with getting the sign and setting a date for a ribbon cutting.

Ron Bane Made a Motion to Approve the Memorial Designation Digital Sign and Renaming to the - Wayne Pifer Passenger Terminal. Denny Poluga seconded the Motion.

For:  All  Opposed: None

F. Employee/Board Member Recognition Program

We have looked at service pins and plaques for years of service. Due to a board member needing to leave this item was tabled.

G. General Fund Budget Amendment

CEO Bruffy stated we are receiving an additional $20,000 from the Hazel Ruby McQuain Foundation to match federal dollars for our New Fit program. Our Mobility Coordinator made an application request for funding. We will need to include that funding in the budget and add it into contingency.

Ron Bane Made a Motion to Approve the General Fund Budget Amendment. Denny Poluga seconded the Motion.

For:  All  Opposed: None

H. Capital Escrow Budget Amendment

CEO Bruffy this is to allow us to purchase new buses. Also the Kimley Horn Study which Kimley Horn is doing the data analysis portion in the Short and Long term study.

Terri Cutright Made a Motion to Approve the Capital Escrow Budget Amendment. Ron Bane seconded the Motion.

For:  All  Opposed: None
IX. Board Member Reports and MPO Update

CEO Bruffy stated nothing since last meeting and the next meeting is tomorrow night.

X. Next Board Meeting Date and Time

February 12, 2020

XI. Adjournment

Terri Cutright Made a Motion to adjourn at 12:53 P.M