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

July 10, 2019

Authority Members Present: Jenny Dinsmore
                       Terri Cutright
                       William Hutchens
                       Ron Bane

Authority Members Absent:
                       Clement Slolmon
                       Denny Poluga
                       James Manilla

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

I. Call to Order:

The Transit Authority Board Meeting for July 10, 2019 was called to order at 12:04 P.M. by President Jenny Dinsmore.

II. Reading and Approval of Minutes June 10, 2019

Ron Bane Made a Motion to approve the minutes from the June 10, 2019 board meeting. Terri Cutright seconded the Motion.

For: All  Opposed: None

III. Presentations:

A. Driver of the Month For June 2019

The Transit Authority Board announced the Authority’s June Driver of the Month, Mr. John Blosser. The Authority also recognized Thomas Jones, Nathan Murray, Anne Cramer and Brad Chambers for their outstanding performance during the month of June.

B. Rider of the Month For July 2019

The Transit Authority Board announced that Ralph Carey is the July Rider of the Month selected by the Mountain Line Transit Citizen’s Advisory Committee.

CEO Bruffy stated we hired a temporary receptionist Chelsea Vos to cover the front desk while Sheila is out.
IV. Opportunity for Public Comments:
None

V. Monthly Data Summaries and Correspondence

June 2019

CEO Bruffy stated that the total passenger trips to date calendar year June 2019 were 414,575 compared 495,544 total passenger trips to date for calendar year 2018. The total passenger trips for the year were down 16%. The total number of service days for the month of June 2019 was 30. Total passengers for June 2019 were 39,324 down 14% compared to June 2018. Disabled passenger trips were down 33%, senior passenger trips were down 35% and WVU passenger trips were down 17% compared to June 2018. During June 2019 the Transit Authority traveled 116,046 miles.

VI. Financial Report:

A. June 2019 Financial Report

CEO Bruffy reviewed the financial report for June 2019 with the Transit Authority Board Members.

Terri Cutright Made a Motion to Accept for audit the June 2019 Financial Report. William Hutchens seconded the Motion.

For: All
Opposed: None

VII. Old Business:

A. Depot to Westover Moving Expenses

CEO Bruffy stated we are at $300,000 dollars. We have ordered the new shelters and the lights in Lot A are being installed today.

B. Short and Medium Range Operation Plan Update

CEO Bruffy stated there is a meeting this Friday to go over the selection committee’s rankings and ratings.

C. City Bus Shelter Update

CEO Bruffy stated the shelters for city sites have been ordered. No updates from the City at this time on getting the pads for the shelter poured for four locations.

D. Maintenance Shop Door Installation and Roof Drain Updates

CEO Bruffy stated we had a pre-bid meeting this morning. We only had one contractor showed up and we are going to let them submit a bid. We will do a cost assessment and see if it seems like a reasonable price then we will move ahead with it. If not than we will rebid this out.
E. Personnel Policy Language Edits (Sick Leave)

CEO Bruffy presented the Language edits made to the Sick Leave Policy for approval.

William Hutchens Made a Motion to Approve the Personnel Policy Language Edits (Sick Leave). Ron Bane seconded the Motion.

For:  All  Opposed: None

F. 2019-2020 General Fund Budget

There were no follow up questions or comments.

G. 2019-2020 Capital Escrow Budget

There were no follow up questions or comments

VII. New Business

A. Supplemental Pretax Benefit Issues

CEO Bruffy stated that some of the Supplemental Benefits that were offered to the employees is pretax. Which means Mountain Line Transit is responsible for paying the FICA on those benefits. To date there has been one payout that amounts to us having to pay $136.82. This was not a board approved expense. In order to ensure this no longer happens CEO Bruffy said we are letting the providers know that they need to make these benefits post-tax.

Terri Cutright Made a Motion to Limit Pretax benefits so that employees are responsible for all Federal and State Tax portions of any such benefits. Ron bane seconded the Motion.

For:  All  Opposed: None

B. Grey Line Pricing

CEO Bruffy stated we got an increase from the state of $10,000 dollars. We had a little bit of a surplus and grant funding that we could have drawn down last year. So we have about $36,000 in reimbursement that we could use for Grey Line service. CEO Bruffy is recommending we lower the cost of the fare from Morgantown to Greyhound and Pittsburgh Airport to $15.00 each way for a six month period. That should let us know if the price point is an issue with ridership being down.

Clement Solomon Made a Motion to Reduce the Grey Line Pricing from $25.00 to $15.00 each way for a six month period. Ron Bane seconded the Motion.

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

CEO Bruffy stated there were some tip amendments for the MPO, most of them were State requested changes in physical years for different pieces of studies and construction work.

CEO Bruffy stated the reservations have been made in your names for the members going to the Annual Transit Conference. You have been signed up for your classes as per our conversations.

X. Next Board Meeting Date and Time

August 14th 2019

XII. Adjournment

Ron Bane Made a Motion to adjourn at 12:40 P.M.