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

March 11, 2020

Authority Members Present: Jenny Dinsmore
Ron Bane
Terri Cutright
James Manilla

Authority Members Absent: Denny Poluga
Clement Solomon

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

I. Call to Order:

The Transit Authority Board Meeting for March 11, 2020 was called to order at 12:05 P.M. by President Jenny Dinsmore.

II. Reading and Approval of Minutes

A. February 12, 2019 Minutes

Terri Cutright Made a Motion to approve the minutes from the February 12, 2019 board meeting. Ron Bane seconded the Motion.

For: All
Opposed: None

III. Presentations:

A. Driver of the Month For February 2020

The Transit Authority Board announced the Authority’s February Driver of the Month, Mr. John Blosser. The Authority also recognized Thomas Jones, David Taylor, Floyd Long and Tammy Price for their outstanding performance during the month of February.

B. Rider of the Month For March 2020

The Transit Authority Board announced August Zelmore as the March Rider of the Month nominated by the Mountain Line Transit Citizen’s Advisory Committee.
**CEO Bruffy** stated we had two new full time hires Daniel Canterbury and Levi Hiles for the month of February. We still have about five driver vacancies.

**IV. Opportunity for Public Comments:**

None

**V. Monthly Data Summaries and Correspondence**

Mountain Line reports the total passenger trips to date this calendar year as of February 2020 were 172,184 compared 167,999 total passenger trips to date for calendar year 2019. The total passenger trips for the year were up 2%. The total number of service days for the month of February 2020 was 29. Total passengers for February 2020 were 99,996 up 17% compared to February 2019. Disabled passenger trips were up 52%, senior passenger trips were up 68% and WVU passenger trips were up 15% compared to February 2019. During February 2020 the Transit Authority traveled 123,757 miles.

CEO Bruffy stated ridership is up for February compared to February last year. During the month of February the PRT was down due to the land slide/rock fall, which increased the WVU ridership.

**VI. Financial Report**

**A. February 2020 Financial Report**

The financial report for February 2020 was reviewed by the Transit Authority Board Members.

James Manilla Made a Motion to Accept for audit the February 2020 Financial Report. Ron Bane seconded the Motion.

**For:** All  
**Opposed:** None

**B. Budget Correction**

CEO Bruffy went over the budget correction, all numbers were correct but the total was miscalculated. No action needed as the presented total was still the same.

**VII. Old Business:**

**A. Short and Medium Range Operation Plan Update**

CEO Bruffy stated the plan is progressing and we having a meeting coming up. We have questionnaires on the MPO and Mountain Line websites. The Kimley Horn study for the growth study has been completed. We will be leaving the survey on the website until the end of March 2020. There was a steering committee meeting discussed also.

**B. City Bus Shelter Update**

CEO Bruffy Paul from City Engineering Department called and they discussed the idea of bolting down the shelters to heavy steel plates may help move things along faster for locations which don’t have pads. Another staff member from the city mentioned there are some proposed locations that
aren’t in a right of way and the city attorney is working on drafting an agreement for locations that aren’t in city right of ways.

C. Property Tax Bus Pass Program Update

**CEO Bruffy** stated we are seeing about 30 to 45 rides a day. We are getting about 10 to 15 sign ups per week. The reports show we have about 24 riders that have rode the bus 978 trips. We have given out about 30 passes to date.

VIII. New Business

A. Safety Precautions - Coronavirus

**CEO Bruffy** stated he sent an email to the board members showing the precautions Mountain Line is taking against the Coronavirus. We are putting hand sanitizers on the buses and giving sanitizers out to the employees. We also have a crew from PACE that are coming in and wiping down all high contact surface areas. We have posted proper hand washing information and we received hospital wipes. The drivers will wipe down high contact areas on the buses hourly. During the meeting Terri Cutright received notice that the Coronavirus has been declared a pandemic. **CEO Bruffy** stated at some point MECCA 911 might get involved and if they do, then by our inter-governmental agreement have to follow their lead. That might be to use the transit system for whatever needs they might have or shut it down.

B. Employee/Board Member Recognition Program

**CEO Bruffy** stated as soon as we can get all the members together he has a photographer lined up to come in to take portraits. **President Jenny Dinsmore** said at this point with the Coronavirus we might think about tabling this project for a while. **CEO Bruffy** stated we may want to wait until after May. When we get to May we are going to make some decisions about a Human Resource Officer position and at that point this is something that would go in that agreement. Our long term plans depend on the outcome in May.

IX. Board Member Reports and MPO Update

**CEO Bruffy** stated they are going to start the Greenbag Road intersection project in Sabraton project. We are updating our Short to Medium Range Transportation Plan. There has been conversation about having $1.50 added to wages for county employees as an incentive to work stay in the county. The MPO addressed the rock slip on Beechurst Ave and are studying a number of options such as pinning the rocks at the top or putting in a screening.

X. Next Board Meeting Date and Time

April 8, 2020

XI. Adjournment

James Manilla Made a Motion to adjourn at 12:49 p.m.