I. Call to Order:

The Transit Authority Board Meeting for May 16, 2018 was called to order at 12:01 P.M. by Jenny Dinsmore.

President Jenny Dinsmore asked for a moment of silence to remember David Flynn who was a member of the Mountain Line Transit Authority Board for 15 years.

II. Reading and Approval of Minutes April 11, 2018

Ron Bane Made a Motion to approve the minutes from the April 11, 2018 board meeting. Denny Poluga seconded the Motion.

For: All          Opposed: None

III. Presentations:

A. Driver of the Month For April 2018

The Transit Authority Board announced the Authority’s April 2018 Driver of the Month, Mr. John Blosser. The Authority also recognized Thomas Jones, Anne Cramer, Joshua Griffin and William McClain for their outstanding performance during the month of April 2018.

B. Rider of the Month For May 2018

The Transit Authority Board announced that Lenny Wolfe is the May 2018 Rider of the Month selected by the Mountain Line Transit Citizen’s Advisory Committee.
CEO Bruffy stated we hired a new full time bus driver Michael Kingan. We have several openings for bus drivers.

President Jenny Dinsmore would like to announce the appointment of James Manilla as the pro-tem Vice President.

Terri Cutright Made a Motion to approve James Manilla as the Vice President. Ron Bane seconded the Motion.

For: All  Opposed: None

IV. Opportunity for Public Comments:
None

V. Monthly Data Summaries and Correspondence

April 2018

CEO Bruffy stated that the total passenger trips to date calendar year April 2018 were 404,057 compared to 380,550 total passenger trips to date for calendar year 2017. The total passenger trips for the year were up 5%. The total number of service days for the month of April 2018 was 30. Total passengers for April 2018 were 105,414 up 9% compared to April 2017. Disabled passenger trips were down 10%, senior passenger trips were up 14% and WVU passenger trips were up 11% compared to April 2017. During April 2018 the Transit Authority traveled 104,437 miles.

CEO Bruffy stated we had talked with MECCA and we discovered that Mountain Line Transit is eligible to participate in their digital repeater system through a state program. Mountain Line Transit budgeted $120,000 to replace our repeater because it has been giving us errors for a long time. Since we are a public entity we are eligible to ride on the existing digital transmitters and all we will need to do is buy the radios. The bid we received from Millers communication which was the lowest price came in at $51,600.00 and they are under state contract. One of the advantages is that we can communicate with a single driver on a single bus. We will be putting a radio at Mountaineer Station so the drivers can announce they are arriving and have arrived from inside the bus.

CEO Bruffy stated he had a conversation with the Director of Division of Public Transit this morning. The WV State’s 5339 allocation which is for capital improvement came in considerably higher than they expected. Congress increased funding to public transit as part of their budget negotiation deal. Bill Robinson, the Director of Division of Public Transit, would be sending Mountain Line Transit a letter stating that Mountain Line Transit will be receiving $1,600,000 allocation for vehicle replacement. This will allow us to replace five of the 36 foot heavy duty buses. The funds will need to be applied before September 2018 and it takes about two years to build these buses.

CEO Bruffy stated we are going to get pricing on lighting and cameras for the upper lot. We will not be getting pricing on paving the lot at this time. We need to work on the layout of the vehicles down in the lower lot. We are checking with Enterprise Rentals to
see what used vehicles to buy as the switch out vehicles. The cost would be significantly lower than buying additional buses as switch out buses.

VI. Financial Report:

A. April 2018 Financial Report

CEO Bruffy reviewed the financial report for April 2018 with the Transit Authority Board Members.

Denny Poluga Made a Motion to accept for audit the April 2018 Financial Report. Ron Bane seconded the Motion.

For: All 
Opposed: None

VII. Old Business:

A. Public Hearing Schedule (Route Changes)

CEO Bruffy stated we have had several public hearings for route changes. The biggest concern is if the fare cost is going to increase.

B. Route Change Updates

Ron Bane asked when would the new routes schedules would be out? Maria Smith Assistant Manager of Admin and Marketing stated we will have a one sheet of a revised flyer from Towers to Mountain Lair schedule in the bags that we will hand out at the new student orientation.

VII. New Business

A. Audit Approval

CEO Bruffy stated there were no findings in the Audit that was just completed.

Terri Cutright Made a Motion to approve Audit. Ron Bane seconded the Motion.

For: All 
Opposed: None

B. MPO Memorandum of Understanding

CEO Bruffy stated the MPO Memorandum of Understanding has been updated and we will need to approve the changes.

James Manilla Made a Motion to accept the new MPO Memorandum of Understanding. Terri Cutright seconded the Motion.

For: All 
Opposed: None
C. City Bus Shelter Proposal

CEO Bruffy stated one problem we have with the Depot not being downtown is that there is nowhere for the riders to get in out of the weather. We have put together a proposed bus shelter location map. What I am asking is to request the City of Morgantown and to the County to help us find property and shelters to go in the locations as present on the map and for the funding.

James Manilla Made a Motion to allow CEO Bruffy to put in a request to Morgantown City and the City Council for funding for the shelters needed in downtown. Ron Bane seconded the Motion.

For: All
Opposed: None

D. New Driver Probationary Rate

CEO Bruffy stated we need to hire nine new full time bus drivers. We think we need to eliminate the probationary rate of $16.00 per hour and start drivers at the full rate of $18.34 per hour.

James Manilla Made a Motion to approve the New Driver Probationary Rate to the full rate of $18.34 per hour. Terri Cutright seconded the Motion.

For: All
Opposed: None

E. New Driver Training Bonus

CEO Bruffy said we have thought about having a mentor program. Which would be a senior driver training the new driver and with approval of the new driver on the route the mentor would receive a bonus as well.

CEO Bruffy said we would like to establish a new driver training program that involves a $25.00 for each route certification not to exceed $1100.00.

Terri Cutright Made a Motion to approve the New Drive Training Bonus. Ron Bane seconded the Motion.

For: All
Opposed: None

F. New Driver Tuition Reimbursement

CEO Bruffy stated we would like to look into a tuition reimbursement but we need to look into this further.

G. CAC Applicant

CEO Bruffy presented to the board a new CAC application for Lenny Wolfe.

James Manilla Made a Motion to approve the CAC Applicant Lenny Wolfe. Ron Bane seconded the Motion.
IX. Board Member Reports and MPO Update

MPO meeting is this week. No update.

X. Next Board Meeting Date and Time

We need to change the June meeting date from June 13\textsuperscript{th} 2018 to June 20\textsuperscript{th} 2018

Terri Cutright Made a Motion to approve to move the meeting date to June 20\textsuperscript{th} 2018. Ron Bane seconded the Motion.

For: All  
Opposed: None

XII. Adjournment

James Manilla Made a Motion to adjourn at 1:15 P.M.