MONONGALIA COUNTY URBAN MASS
TRANSPORTATION AUTHORITY
BOARD OF DIRECTOR’S MEETING
November 14, 2012

Authority Members Present: Jenny Dinsmore  
David Flynn  
Denny Poluga  
Ronald Bane

Authority Members Not Present: Hugh Kierig  
Asel Kennedy

Other Personnel Present: David Bruffy  
Wayne Pifer  
Loring Danielson  
Sheila M. Wolfe

I. Call to Order:
The Transit Authority Board Meeting for November 14, 2012 was called to order at 6:00 P.M.

II. Reading and Approval of Minutes September 12, 2012

David Flynn Made a Motion to approve the minutes from the September 12, 2012 Board Meeting as submitted. Ronald Bane seconded the Motion.

For: All  
Opposed: None

III. Presentations:
A. September 2012 Drivers of the Month

The Board announced the Authority’s September 2012 Driver of the Month, Mrs. Anne Cramer. The Board also recognized Thomas Jones, Robert Lee, William Smith, and Scott Allison for their outstanding performance during the month of September 2012.

B. October 2012 Drivers of the Month

The Board announced the Authority’s October 2012 Driver of the Month, Mr. Thomas Jones. The Board also recognized Robert Lee, James Huffman, David Stump, and Mike Fisher for their outstanding performance during the month of October 2012.

The General Manager stated that the new hires for the month of September 2012 are Raymond Bodkins as a full-time bus driver, John Blosser as a full-time bus driver, and Scott November 14, 2012
Tascarella as a part-time van driver, and Chan Wei Chen (Zach) as Temporary Finance Accounting Clerk.

The General Manager stated that the new hire for the month of October 2012 are Wendall Ashton as a full-time bus driver, and Michael Brennen as a part-time van driver. Full-time driver James Smith has been promoted to Shift Supervisor.

IV. Opportunity for Public Comments:

Walter Hardy requested that the Mountain Line Transit Board Members consider putting a bus shelter with seating either at the Mountain Lair or the Downtown Library so that passengers who are waiting for a bus could get out of the weather.

The General Manager stated that he would speak with WVU about the bus shelter placement.

V. Monthly Data Summaries/Correspondence:

September 2012

The General Manager stated that the total passenger trips to date calendar year 2012 are 946,620 compared to 864,066 total passenger trips to date for calendar year 2011. The total passenger trips for the year were up 10%. The total passenger trips for September 2012 were 151,471 and were down 7% compared to September of 2011. The total number of service days for the month of September was 30, the average passengers per day was 5,049, the total passengers for September 2011 was 111,465. The difference between September 2012 and September 2011 is 40,006 passenger trips. Disabled passenger trips were up 36%, senior passenger trips were up 27% and West Virginia University “Ride with I.D.” was down 10% compared to September 2011. During September 2012 the Transit Authority traveled 92,085 miles, and answered 3,660 phone calls at the depot.

October 2012

The General Manager stated that the total passenger trips to date calendar year 2012 are 1,100,262 compared to 1,024,178 total passenger trips to date for calendar year 2011. The total passenger trips for the year were up 7%. The total passenger trips for October 2012 were 153,642 and were down 4% compared to October of 2011. The total number of service days for the month of October was 31, the average passengers per day was 4,956, the total passengers for October 2011 was 160,112. The difference between October 2012 and October 2011 is 2,171 passenger trips. Disabled passenger trips were up 46%, senior passenger trips were up 26% and West Virginia University “Ride with I.D.” was down 13% compared to October 2011. During October 2012 the Transit Authority traveled 103,929 miles, and answered 3,886 phone calls at the depot.

The General Manager reviewed the ridership reports for September 2012 and October 2012 with the Transit Authority Board Members.

November 14, 2012
VI. Financial Business:

A. September 2012 Financial Report

The General Manager reviewed the financial report for September 2012 with the Board Members.

Dennis Poluga Made a Motion to accept for audit the Financial Report as presented for September 2012. David Flynn seconded the Motion.

For: All  Opposed: None

B. October 2012 Financial Report

The General Manager reviewed the financial report for October 2012 with the Board Members.

Dennis Poluga Made a Motion to accept for audit the Financial Report as presented for October 2012. David Flynn seconded the Motion.

For: All  Opposed: None

C. Budget Amendments

The General Manager stated that the budget adjustments are due to the loss of Mountain Valley Apartments contract. The funds will be eliminated from the General Fund budget. The budget amendment also reflects the two grants to be added to the Capital Escrow Account the Job Reverse Commute allocation (FTA 5316) to purchase buses and the West Virginia Division of Public Transit State Grant for the buses. The funds will be used to purchase three heavy duty 12 year Gillig buses.

Denny Poluga Made a Motion to accept the budget amendments as presented by the General Manager. David Flynn seconded the Motion.

For: All  Opposed: None

VII. Old Business:

A. Former County Employee Retirement Issue (PERS) Update

The General Manager stated that there still has not been a decision made concerning the former County employee retirement issue.

B. Mountain Valley Collections

The General Manager stated that Mountain Valley Apartments is making the scheduled payments to Mountain Line Transit for the service that was provided to them.
VIII. New Business:

A. Elimination of Free Downtown Shuttles

The General Manager recommended that Mountain Line Transit Authority discontinue providing the free rides from the Downtown Morgantown Area. The service area affected includes pickup points between the Downtown Garrett Street Depot, the Courthouse Square and Unity Manor. The cost to ride between these locations will now be set at the regular rate of 75 cents (all regular discounts will apply). This change is planned to go into effect beginning Wednesday, January 2, 2013.

Denny Poluga Made a Motion to discontinue the free Downtown Morgantown Area Shuttles as presented by the General Manager. The change is scheduled to start January 2, 2013. David Flynn seconded the Motion.

For: All       Opposed: None

B. The Lofts (apartments) Service Proposal

The General Manager stated that the service proposal for The Lofts apartment complex at West Run is located in the Board packet. This will allow Mountain Line Transit Authority to add extra runs to the Gold Line in this area.

David Flynn Made a Motion to authorize the General Manager to enter into agreement with The Lofts apartment complex to provide contracted transportation services as presented by the General Manager. Ronald Bane seconded the Motion.

For: All       Opposed: None

C. Procurement Policy Update

The General Manager stated that the Procurement Policy has been updated and copies were provided for the Mountain Line Transit Authority Board Members to review.

D. DBE Policy Amendments

Ronald Bane Made a Motion to accept the updated Disadvantage Business Enterprise policy as presented by the General Manager. David Flynn seconded the Motion.

For: All       Opposed: None

IX. Adjournment:

David Flynn Made a Motion to adjourn at 6:35 PM.