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

September 09, 2020

Authority Members Present:

Jenny Dinsmore
Ron Bane
Terri Cutright
James Manilla
Denny Poluga
Clement Solomon
Marly Hazen

Other Personnel Present:

David Bruffy
Maria Smith
Paul Burns
Loring Danielson
Alyssa Moate
Sheila Wolfe

I. Call to Order:

The Transit Authority Board Meeting for September 09, 2020 was called to order at 12:03 P.M. by President Jenny Dinsmore.

II. August 12, 2020 Minutes

James Manilla Made a Motion to approve the minutes from the July 08, 2020 board meeting. Ron Bane seconded the Motion.

For: All
Opposed: None

III. Presentations:

A. Driver of the Month For August 2020

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

B. Rider of the Month For August 2020

The Transit Authority Board announced Diane Eagle as the August Rider of the Month nominated by the Mountain Line Transit Citizen’s Advisory Committee. The next Mountain Line Transit Citizen’s Advisory Committee meeting will be on Wednesday, September 16, 2020 via Zoom at 1:00 PM.
CEO Bruffy stated that personnel changes are Clayton Russell as a Full-Time Driver.

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 August 2020 were 326786 compared 531542 total passenger trips to date for calendar year 2019. The total passenger trips were down 39%. The total number of service days for the month of August 2020 was 31. Total passengers for August 2020 were 35037 down 53% compared to August 2019. Disabled passenger trips were down 36%, senior passenger trips were down 49% and WVU passenger trips were down 57% compared to August 2019. During the month of August the Transit Authority also has issued to date 137 Property Tax Passes and there has been 1,400 passenger trips provided using the Property Pass Tax passes. During August 2020 the Transit Authority traveled 123,753 miles.

VI. Financial Report

A. August 2020 Financial Report

The financial report for August 2020 will be presented for acceptance at the October 20, 2020 Transit Authority Board Meeting due to some items need to be updated.

B. Budget Amendment Planning AIMS Grant $40,000.00 from FTA

CEO Bruffy proposed to amend the Capital Escrow Fund to include the $40,000.00 from Federal Transit Assistance Program to be used for the Operational Study fiscal year 2020-2021. There will also be an additional $10,000.00 moved from the Contingency Line for the local match.

Terry Cutright Made a Motion to amend the Capital Escrow Fund to include the $40,000.00 received from National Rural Transit Assistance Program to be used for the Operational Study fiscal year 2020-2021 and move $10,000.00 from the Contingency Line for the local match. Denny Poluga seconded the Motion.

For: All  Opposed: None

II. Old Business:

A. Coronavirus Precautions Update

CEO Bruffy reviewed all of the precautions that Mountain Line Transit Authority has put into place to protect all employees and passengers. Additional precautions since last update include installing of the touch less faucets and hand soap dispensers to replace all that are in the building. Plexiglass has been installed on all of the Ford Cutaway buses. A passenger’s left standing map is on the website for the public to view the time buses are usually full on what days and also the service level for the day. The five new Gillig buses ordered for delivery in 2021 will be equipped with tip in windows and an HVAC system that allows for 20% more air flow – creating a 6 minute clean air cycle. Future buses will be equipped with plastic seats as opposed to fabric covered
Bus Shelter Update

CEO Bruffy stated that a bus shelter was installed at the Public Safety Building. We are in the process of installing new graphics with updated schedule information to be installed on all new bus shelters.

C. Pifer Terminal Update

CEO Bruffy stated that the request for proposals has been rebid to give vendors more time to work on their proposal.

D. Transportation Plan Update (AIM Grant)

There is no update.

VIII. New Business

A. Passenger Physical Distancing

CEO Bruffy stated that social distancing is done differently around the United States and in West Virginia. The six foot social distancing reduces passenger trips and leaves some passengers standing waiting for the next bus. CEO Bruffy requested suggestions from the Transit Authority Board Members as to how to proceed with the social distancing.

Jenny Dinsmore suggested doing a survey of some of the larger transits around the United States and in West Virginia who are not using the social distancing and see what their rate of COVID-19 is.

James Manilla suggested staying with the six foot social distancing.

Terri Cutright suggested staying the six foot and social distancing and keeping in contact with the local Health Department concerning COVID-19 and their suggestions for the safety of the public.

B. TIP Amendment for AIM Grant ($40,000.00)

CEO Bruffy requested that the Transit Authority Board Members amend the Tip to reflect additional funding received from National Rural Transit Assistance Program to be used for the Operational Study fiscal year 2020-2021 in the amount of $40,000.00.

James Manilla Made a Motion to authorize CEO David Bruffy to amend the TIP with the funds received from National Rural Transit Assistance Program to be used for the Operational Study fiscal year 2020-2021 in the amount of $40,000.00. Ron Bane seconded the Motion.

For: All  Opposed: None

C. SOAR Program Update

CEO Bruffy stated that there has been additional funding for the SOAR’s program. Mountain Line Transit has updated their service agreement and resubmitted to update this year’s cost allocation.
D. Rollo Legal Case-Request for Settlement

**CEO Bruffy** stated that Mountain Line Transit Authority has a current case and the insurance company has denied the claim. He reviewed the information concerning this hit and run case with the Board Members. His recommendation is not to settle and to allow the case to go to court.

**Terry Cutright** made a motion that the Board Members accept **CEO Bruffy** recommendation to not accept the request to settle in the Rollo Legal Case and to follow through with the legal proceedings. **Marley Hazen**seconded the Motion.

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

IX. Board Member Reports and MPO Update

**CEO Bruffy** stated that the Mileground Project is moving along. The utilities lines are being moved.

**Jenny Dinsmore** requested the Annual Employee Awards be placed on the October 14, 2020 Mountain Line Transit Authority Board meeting agenda.

**Denny Poluga** asked that the new vote for employee hazard pay be put on the October 14, 2020 Mountain Line Transit Authority Board meeting agenda.

X. Next Board Meeting

October 14, 2020

XI. Adjournment

**James Manilla** made a motion to adjourn at 12:56 p.m.