

**AGENDA**  
**Regular Board Meeting**  
**January 29<sup>th</sup>, 2026**  
**5:30 PM**  
**MCTA Board Room, 1<sup>st</sup> Floor**

## ROLL CALL –

## OPENING – Pledge of Allegiance

## PUBLIC COMMENT –

MINUTES – Approve for meeting on December 18<sup>th</sup>, 2025  
Approve for Special Meeting on January 14<sup>th</sup>, 2026

## EXECUTIVE OFFICE REPORT –

## COMMITTEE REPORTS –

Finance Committee JoAnn Baratta

- ❖ November 2025 Financial Reports
- ❖ December 2025 Financial Reports

Operations Committee David Edinger

HR & Safety Committee David Edinger

Compliance Committee John Hoback

Legislative Committee: Robert Hay

Marketing Committee Robert Huff

## UNFINISHED BUSINESS –

## NEW BUSINESS – Leave Policy for Volunteer First Responders Statement of Financial Interests Forms 2025

## RESOLUTIONS –

## QUESTIONS/COMMENTS –

## ADJOURNMENT –

\*\* The next meeting of the Board of Directors will be on February 19<sup>th</sup>, 2026 \*\*

**BOARD MINUTES**  
**MONROE COUNTY TRANSPORTATION AUTHORITY**  
**PO BOX 339**  
**SCOTRUN, PA 18355**

Thursday, December 18<sup>th</sup> @ 5:30 PM

The scheduled meeting of the Monroe County Transportation Authority (MCTA) Board of Directors was held in the Boardroom at MCTA after due and proper notice. Eight (5) Board members were present. The meeting was called to order at 5:30 PM.

<b>BOARD MEMBERS PRESENT</b>	<b>STAFF PRESENT</b>
Wayne Mazur, Chairman	Richard Schlameuss, Chief Executive Officer
John Hoback, 1 <sup>st</sup> Vice Chairman	Iris Navarro, Chief Operating Officer
Robert Hay, 2 <sup>nd</sup> Vice Chairman	Gosia Sobieszczuk, Chief Financial Officer
David Edinger, Secretary	Walter Quadarella, Operations & Maint Manager
Robert Huffman	Guy LaBar, Shared Ride Manager
	Lawrence Gebo, Safety Manager
	Helen Yanulus, Grants & Comm. Manager
	Stacey-Ann Chin, Accounting Manager
	Lyndia Meade, HR Manager
	Jill Nagy, Solicitor

**EXECUTIVE SESSION:**

Pertaining the maintenance facility construction project.

**PUBLIC COMMENT:**

None

**APPROVAL OF MINUTES:**

The minutes from the meeting on November 20<sup>th</sup>, 2025, were reviewed and approved.

**EXECUTIVE OFFICE REPORT:**

RS: Reported that PPTA/Penntrain has partnered with Penn Tech College to offer a bus mechanic apprenticeship program. It's a 2-year apprenticeship program and one of our junior mechanics is already a student.

**FINANCIAL REPORT:**

GS: Presented the new budget summary report that better represents the state of the budget by month and YTD. The goal once approved is to move the budget summary into SAGE. There were very little capital expenses in October. On another note, we will no longer be receiving the \$20,000 IRS CNG credit, so it will have to be reversed as it was included in the 1<sup>st</sup> & 2<sup>nd</sup> QTR. Both FR & NFR are trending under budget YTD.

**OPERATIONS:**

DE: Reported that the committee did not meet, but DE proposed that we have a meeting before the next Board meeting, perhaps the week of 1/19/2026. WQ reported that we won't see any of the new SR buses until they get removed from the FORD recall. FORD will have no fix for the problem until Q1 2026.

**HR & SAFETY:**

LG reported that there was only one W/C claim opened in October, but it has already been closed. The new HR Manager, Lyndia Meade, was welcomed to the team.

**COMPLIANCE:**

JH reported that the compliance committee met and all of our policies and procedures are in compliance with the 2026 Certs & Assurances. Rich has developed an online dashboard to show & share the progress of the main points of our strategic meeting. We will also be rolling out our new employee portal soon.

**LEGISLATIVE:**

The committee did not meet. Bob Hay reported that the committee will be meeting in January 2026.

**MARKETING:**

HY reported that the trippers are done for 2025 and Tony is already working on 18-20 trippers for 2026. The date for the Midwinter Mingle is January 25<sup>th</sup>, with a snow date of 2/15/2026, if necessary.

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

RS mentioned that he has been in contact with a few banks in reference to the line of credit for the upcoming maintenance facility project. People's Security Bank was one of the banks contacted; they have experience with transit projects as they have worked with COLTS on their construction project.

**RESOLUTIONS:**

Resolution 2025-7 was reviewed and approved.

**QUESTIONS/COMMENTS:**

None.

**ADJOURNMENT:**

The meeting was adjourned at 6:36pm.

Signed By: \_\_\_\_\_  
Secretary/Assistant Secretary

## MOTIONS

### December 18<sup>th</sup>, 2025

01-12-2025 Motion to approve holding a Special Board Meeting on 1/14/2026 @ 5:30pm.  
MOTION CARRIED – JH / RH

02-12-2025 Motion to amend the agenda.  
MOTION CARRIED – JH / RH

03-12-2025 Motion to reject all General Contractor bids for the maintenance facility project.  
MOTION CARRIED – DE / JH

04-12-2025 Motion to approve scheduling the special meeting for 1/14/2026 @ 5:30pm at MCTA.  
MOTION CARRIED – JH / RH

05-12-2025 Motion to approve the minutes from the Board meeting on November 20<sup>th</sup>, 2025.  
MOTION CARRIED – JH / RH

06-12-2025 Motion to approve the financial reports for FR & NFR for the period ending 10/31/2025, subject to audit.  
MOTION CARRIED – RHa / JH

07-12-2025 Motion to approve Resolution 2025-7, designation of signature authority to CEO, subject to the Board's review and approval of the banking institution.  
MOTION CARRIED – JH / RHa

08-12-2025 Motion to adjourn.  
MOTION CARRIED – DE / JH

**SPECIAL BOARD MEETING MINUTES  
MONROE COUNTY TRANSPORTATION AUTHORITY  
PO BOX 339  
SCOTRUN, PA 18355**

Wednesday, January 14<sup>th</sup>, 2026 @ 5:30 PM

The scheduled meeting of the Monroe County Transportation Authority (MCTA) Board of Directors was held in the Boardroom at MCTA after due and proper notice. Eight (9) Board members were present. The meeting was called to order at 5:31 PM.

<b>BOARD MEMBERS PRESENT</b>	<b>STAFF PRESENT</b>
Wayne Mazur, Chairman	Richard Schlameuss, Chief Executive Officer
John Hoback, 1 <sup>st</sup> Vice Chairman	Iris Navarro, Chief Operating Officer
Robert Hay, 2 <sup>nd</sup> Vice Chairman	Gosia Sobieszczuk, Chief Financial Officer
JoAnn Baratta, Treasurer	Walter Quadarella, Operations/Maintenance Mgr
Eric Koopman, Asst. Treasurer	Lyndia Meade, HR Manager
David Edinger, Secretary	Jill Nagy, Solicitor
Mary Claire Megargle, Asst Secretary	
Robert Huffman	
Robert Bryant	

**PUBLIC COMMENT:**

None

**OLD BUSINESS:**

None

**NEW BUSINESS:**

There were seven motions to vote on by the Board, see motions page for details.

**QUESTIONS/COMMENTS:**

None

**RESOLUTIONS:**

None

**ADJOURNMENT:**

The meeting was adjourned at 5:53pm

## **MOTIONS**

### **January 14<sup>th</sup>, 2026**

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01-01-2026 Motion to award the Mechanical Contractor bid.  
MOTION CARRIED – DE / JH

02-01-2026 Motion to award the Electrical Contractor bid.  
MOTION CARRIED – RH / EK

03-01-2026 Motion to award the Plumbing Contractor bid.  
MOTION CARRIED – RH / JH

04-01-2026 Motion to approve Richard Schlameuss, CEO, as signee for the Board awarded mechanical, electrical, and plumbing contracts on behalf of MCTA.  
MOTION CARRIED – RH / JH

05-01-2026 Motion to explore a relationship with People's Security Bank for the maintenance facility project.  
MOTION CARRIED – RH / JH

06-01-2026 Motion to approve the 1) Land Development Agreement, 2) Land Development Maintenance and Guaranty Agreement, and 3) Declaration of Covenant, Agreement and Easement for Maintenance of Stormwater Management Facilities, subject to solicitor review.  
MOTION CARRIED – JH / RH

07-01-2026 Motion to approve changing the February 2026 Board meeting from 2/26/2026 to 2/19/2026.  
MOTION CARRIED – JH / DE

08-01-2026 Motion to adjourn.  
MOTION CARRIED – DE / EK