

AGENDA

**Regular Board Meeting
July 31st, 2025
5:30 PM
MCTA Board Room, 1st Floor**

ROLL CALL –

OPENING – Pledge of Allegiance

PUBLIC COMMENT –

MINUTES – From June 26th

EXECUTIVE OFFICE REPORT –

COMMITTEE REPORTS –

Finance Committee	JoAnn Baratta
June 2025 Budget Variance Reports & Balance Sheet	

Operations Committee	David Edinger
HR and Safety Committee	Wayne Mazur
Compliance Committee	John Hoback
Legislative Committee:	Robert Hay
Marketing Committee	Robert Huffman

UNFINISHED BUSINESS –

NEW BUSINESS –

Motion to ratify **LOCAL SHARE ACCOUNT COOPERATION AND FUNDING PROCEDURES AGREEMENT FOR the MCTA TRANSIT facility IMPROVEMENTS PROJECT** with the Pocono Mountains Industrial Development Authority

Substance Abuse Policy Updates Approval

EXECUTIVE SESSION –

RESOLUTIONS –

Resolution 2025-5 MCTA Board Local Match FY25-26

Resolution 2025-6 Adoption of Standards of Conduct to Bard & Key Management

QUESTIONS/COMMENTS –

ADJOURNMENT –

**** The next meeting of the Board of Directors will be on August 28th, 2025 ****

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

Thursday, June 26th @ 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. Nine (8) Board members were present. The meeting was called to order at 5:30 PM.

BOARD MEMBERS PRESENT

STAFF PRESENT

Wayne Mazur, Chairman	Richard Schlameuss, Chief Executive Officer
John Hoback, Vice Chairman	Iris Navarro, Chief Operating Officer
JoAnn Baratta, Treasurer	Gosia Sobieszczuk, Chief Financial Officer
David Edinger, Secretary	Cheryl McPherson, HR Manager
Robert Huffman	Walter Quadarella, Operations & Maint. Manager
Mary Claire Megargle	Guy LaBar, Shared Ride Manager
Robert Hay	Lawrence Gebo, Safety Manager
Robert Bryant	Helen Yanulus, Grants & Comm. Manager
	Stacey-Ann Chin, Accounting Manager
	Lyndia Meade, Shop Steward
	Jill Nagy, Solicitor
	Justin Cueva, Recording Secretary

PUBLIC COMMENT:

None

APPROVAL OF MINUTES:

The minutes from the meeting held on May 29th, 2025, were reviewed and approved.

EXECUTIVE OFFICE REPORT:

Nothing to report, tabled until next meeting.

FINANCIAL REPORT:

JB: Presented the BUDGET SUMMARY – Version 2, which covered an expense which was missed therefore increasing the budget \$502,042 from the original.

OPERATIONS:

RS: Reported that the status of the new building project is in good condition. To date, we have received only three pages of comments from conservationists, which is notably fewer than comparable projects that typically receive up to ten pages of feedback. Additionally, RS and WQ completed a trip to Gillig in California to order new buses.

HUMAN RESOURCES AND SAFETY:

LG: reported that Safety conducted audits and anonymous driver observations during this period. There were no new claims filed; however, four claims remained open. Additionally, there were 265 driver observations, and 120 road calls logged. CM: Reported that six new employees have been hired. Three drivers are currently enrolled in CDL training, and one mechanic has begun a two-year program at Penn College to further their technical education.

COMPLIANCE:

JH: Time was spent discussing the great feedback from the organization regarding the Strategic Session. The tasks from the session are to be analyzed and broken down, to achieve the goals brought to our attention by the staff and everyone at MCTA.

LEGISLATIVE:

BH: There was nothing new to report. BH commented on the great achievement it was that we were able to get our new building project fully funded.

MARKETING:

HY: Reported that we are close to reaching 1,000 followers on Facebook. Multiple events during the month of July such as Elder Justice Day at NCC and Sen. Rosemary Brown's Senior Expo. Additionally, the Touch-a-Truck event was a success, as it was great for community outreach and getting the public to familiarize themselves with the buses.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

The 2nd Vice Chair is a new Board position that has been filled by Robert Hay. The position will start on July 1st, 2025, and ends June 30, 2026.

EXECUTIVE SESSION:

The CEO's salary was increased during an executive session.

RESOLUTIONS:

None.

QUESTIONS / COMMENTS:

None.

ADJOURNMENT:

The meeting was adjourned at 6:29 PM.

Signed By: _____
Secretary/Assistant Secretary

MOTIONS

June 26th, 2025

01-06-2025	Motion to approve minutes from the May 29 th , 2025, Board Meeting. MOTION CARRIED – JH / RH
02-06-2025	Motion to approve the Budget & Variance Report Fixed Route from APRIL 2025. MOTION CARRIED – JB / JH
03-06-2025	Motion to approve the Budget & Variance Report Shared Ride from APRIL 2025. MOTION CARRIED – JB / RHa
04-06-2025	Motion to approve the Budget & Variance Report Fixed Route from MAY 2025 MOTION CARRIED – JB / RH
05-06-2025	Motion to approve the Budget & Variance Report Shared Ride from MAY 2025 MOTION CARRIED – JB / DE
06-06-2025	Approval of the FY25-26 Budget – Version 2 MOTION CARRIED – RH / RHa
07-06-2025	Slate of Officers Approval MOTION CARRIED – JH / RH
08-06-2025	CEO Salary Approval MOTION CARRIED – JH / RH
09-06-2025	Motion to adjourn MOTION CARRIED – JH / RHa