

AGENDA
Regular Board Meeting
September 25th, 2025
5:30 PM
MCTA Board Room, 1st Floor

ROLL CALL –

OPENING – Pledge of Allegiance

PUBLIC COMMENT –

MINUTES – From August 28th

EXECUTIVE OFFICE REPORT –

COMMITTEE REPORTS –

Finance Committee	JoAnn Baratta
Operations Committee	David Edinger
HR & Safety Committee	David Edinger
Compliance Committee	John Hoback
Legislative Committee:	Robert Hay
Marketing Committee	Robert Huffman

UNFINISHED BUSINESS –

NEW BUSINESS –

EXECUTIVE SESSION –

RESOLUTIONS –

QUESTIONS/COMMENTS –

ADJOURNMENT –

**** The next meeting of the Board of Directors will be on November 20th, 2025 ****

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

Thursday, August 28th @ 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 (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, 1 st Vice Chairman	Iris Navarro, Chief Operating Officer
Robert Hay, 2 nd Vice Chairman	Gosia Sobieszczuk, Chief Financial Officer
Eric Koopman, Asst. Treasurer	Walter Quadarella, Operations & Maint Manager
David Edinger, Secretary	Guy LaBar, Shared Ride Manager
Mary Claire Megargle, Asst Secretary	Lawrence Gebo, Safety Manager
Robert Huffman	Helen Yanulus, Grants & Comm. Manager
Robert Bryant	Stacey-Ann Chin, Accounting Manager
	Lyndia Meade, Shop Steward
	Jill Nagy, Solicitor
	Arlene Lovell, Recording Secretary

PUBLIC COMMENT:

Public comment was provided by resident Florence Metzgar.

APPROVAL OF MINUTES:

The minutes from the meeting on July 31st, 2025, were reviewed and approved.

EXECUTIVE OFFICE REPORT:

RS: Auditors will be on site on September 16th, 2025. Larry Shaub was on-site, and everything is progressing well in preparation for the audit. The progress report is due to PennDOT on September 1, 2025; prep has been somewhat challenging due to the implementation of their new reporting procedures.

FINANCIAL REPORT:

GS: The Finance Committee did not meet in August due to ongoing preparations for the FY24-25 audit. An update was provided on the status and deadline of various reports.

OPERATIONS:

RS: There was a delay with the construction project due to findings in the environmental assessment that was conducted. We have received approval because there were no endangered species found. Therefore, we are clear to move forward with the bidding process. An IFB may be going out for bid in mid-September. During construction there will be a meeting every two weeks to identify any problems, including parking issues.

HUMAN RESOURCES AND SAFETY:

LG: Reported that the standard vehicle warranty is coming to an end. We have a 10-year Ford warranty for all new Shared Ride vehicles, and we bought an additional 5-year warranty. Five new drivers were hired, 3 of which have a CDL with passenger endorsement. There is 1 new PPL claim. There were 51 observations completed. WQ reported that he received confirmation that there will be two new Shared Ride buses arriving in September. More buses are scheduled for delivery in October and November. We are working with PPL Electric who will provide power to the new electronic sign located at the bottom of MCTA Drive.

COMPLIANCE:

JH commented that he will be meeting with Rich on Safety Plans.

LEGISLATIVE:

The committee did not meet.

MARKETING:

RS: Reported that we have 1,027 followers on FaceBook and we're getting exposure on Instagram. The Marketing team went to the West End Fair and presented at LaBar Village. We will also be at the Veteran's Expo, Public Safety Day at the MCEOC and at Pickle Me Poconos.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

Motion to authorize the Board Chair, Board Secretary and CEO to sign documentation, with MCTA Solicitor approval, for the new building project to be put to bid.

EXECUTIVE SESSION:

An Executive Session was called to discuss an HR matter.

RESOLUTIONS:

None.

QUESTIONS/COMMENTS:

None.

ADJOURNMENT:

The meeting was adjourned at 6:20pm.

Signed By: _____
Secretary/Assistant Secretary

MOTIONS

August 28th, 2025

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| 01-08-2025 | Motion to approve minutes from the July 31 st , 2025, Board Meeting.
MOTION CARRIED – JH / RH |
| 02-08-2025 | Motion to authorize the Board Chair, Board Secretary and CEO to sign documentation, with MCTA Solicitor approval, for the new building project to be put to bid.
MOTION CARRIED – JH / RH |
| 03-08-2025 | Motion to adjourn.
MOTION CARRIED – JH / RH |