

AGENDA

**Regular Board Meeting
September 30, 2021
5:30 P.M.
MCTA Board Room, 1st Floor**

ROLL CALL

OPENING – Pledge of Allegiance

PUBLIC COMMENT –

MINUTES – Approve for August 26, 2021

EXECUTIVE DIRECTOR’S REPORT – July 2021

COMMITTEE REPORTS –

Finance Committee

JoAnn Baratta

- ❖ Budget Variance Reports- June 2021 Final Audited for Fixed Route & Shared Ride
- ❖ Budget Variance Reports- July 2021 for Fixed Route & Shared Ride
- ❖ Capital & Operating Purchase Reports - August 1-31, 2021
- ❖ Capital & Operating Purchase Reports - September 1-30, 2021

Operations Committee

Dave Edinger

Human Resource Committee

Wayne Mazur

Compliance Committee

John Hoback

Marketing Committee

Robert Huffman

OLD BUSINESS –

NEW BUSINESS –

EXECUTIVE SESSION –

RESOLUTIONS – Rescind Resolution 2021-4 & approve Resolution 2021-5 for CCA FY21-22

QUESTIONS/COMMENTS –

ADJOURNMENT –

REMINDER: NO BOARD MEETING IN OCTOBER.

The next meeting of the Board of Directors will be on **November 18, 2021**

**BOARD MINUTES
MONROE COUNTY TRANSPORTATION AUTHORITY
P.O. BOX 339
SCOTRUN, PA 18355**

Thursday, August 26, 2021 @ 5:30 P.M.

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. There were 7 Board Members present. The meeting was called to order at 5:37 P.M.

| BOARD MEMBERS PRESENT | STAFF PRESENT |
|--|---|
| Richard Mutchler, Chairman | Margaret Howarth, Executive Director |
| Wayne Mazur, 1 st Vice Chairman | Joan Davidge, Chief Financial Officer |
| John Hoback, 2 nd Vice Chairman | Walter Quadarella, Rural Ops & Maint. Manager |
| JoAnn Baratta, Treasurer | Robert Gress, HR/Safety Manager |
| Erik Koopman, Asst. Treasurer | Guy LaBar, Shared Ride Manager |
| Maria Candelaria | Iris Rivera, Recording Secretary |
| Mary Claire Megargle | Helen Yanulus |
| | David Horvath, Solicitor |

PUBLIC COMMENT:

No public comment.

APPROVAL OF MINUTES:

The minutes from the July 29, 2021 meeting were reviewed and approved.

EXECUTIVE DIRECTOR'S REPORT:

Peggy presented the new revamped Executive Director's Report which will capture monthly goals in Fixed Route and Shared Ride and be presented by rolling quarter. Peggy reported that ridership continues to trend low in Shared Ride, but looks good in Fixed Route due to the route guarantee. Road calls were low in Shared Ride but high in Fixed Route due to the humidity causing the fareboxes to jam.

FINANCIAL REPORT:

The Finance Committee met on 8/22. There were no Budget Variance reports available, they will be presented at the September meeting for June & July.

The **Capital & Operating Purchase Reports** for Period 12, June 1-30, 2021 were reviewed and ratified, subject to audit.

The **Capital & Operating Purchase Reports** for Period 1, July 1-31, 2021 were reviewed and ratified, subject to audit.

The **Capital & Operating Purchase Reports** for Period 2, August 1-26, 2021 were reviewed and ratified, subject to audit.

OPERATIONS:

Walter reported that we're still waiting for the fifth micro transit vehicle. Ford is still waiting for parts; it could be another month before the vehicle arrives. Peggy is looking into how we can lower our energy bill for CNG. We may qualify for a discount on our energy bills beginning in January 2022.

HUMAN RESOURCES:

There were no W/C claims for July. Starting in September we will be implementing the ACT 65 changes that will take effect at the end of August. The FTA mask requirement on buses will be in effect until January 18, 2022. The Finance Department is looking to hire a part-time accountant.

COMPLIANCE:

The Compliance Committee met on August 24th, and they will be revising the bylaws to make updates according to the changes to the Sunshine Act. The next Compliance Committee meeting is TBD.

MARKETING:

Peggy reported that there were about 100 people at our presentation for the seniors at the West End Fair. There were many seniors interested in our trippers. All 2021 trippers have been sold out. The new Micro transit service has been postponed until 2022.

OLD BUSINESS:

None

NEW BUSINESS:

None

EXECUTIVE SESSION:

None

RESOLUTIONS:

None

QUESTIONS/COMMENTS:

None

ADJOURNMENT:

The meeting was adjourned at 6:31 p.m.

Signed by _____

Secretary/Assistant Secretary

MOTIONS FROM August 26, 2021

08-01-2021 - Motion to approve the minutes from the July 29, 2021 Board Meeting,
MOTION CARRIED- JH/WM

08-02-2021 – Motion to approve the Capital & Operating Purchases for June 1-30, 2021,
Subject to audit
MOTION CARRIED – JB/JH

08-03-2021 – Motion to approve the Capital & Operating Purchases for July 1-31, 2021,
Subject to audit
MOTION CARRIED – WM/JH

08-04-2021 – Motion to approve the Capital & Operating Purchases for August 1-26, 2021,
MOTION CARRIED – WM/EK

08-05-2021 – Motion to adjourn
MOTION CARRIED – JH/EK