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

June 12, 2013

Authority Members Present: Jenny Dinsmore
David Flynn
Ronald Bane
Denny Poluga

Other Personnel Present: David Bruffy
Wayne Pifer
Loring Danielson
Sheila M. Wolfe

I. Call to Order:
The Transit Authority Board Meeting for June 12, 2013 was called to order at 6:05 P.M.

II. Reading and Approval of Minutes May 15, 2013

Ronald Bane Made a Motion to approve the minutes from the May 15, 2013 Board Meeting as presented. Denny Poluga seconded the Motion.

For: All Opposed: None

III. Presentations:

A. May 2013 Drivers of the Month

The Board announced the Authority’s May 2013 Driver of the Month, Mr. Thomas Jones. The Board also recognized William Fleming, Raymond Bodkins, James Huffman, and Floyd Long for their outstanding performance during the month of May 2013.

IV. Opportunity for Public Comments:

There were no comments from the Public.

V. Monthly Data Summaries/Correspondence:

The General Manager stated that the total passenger trips to date calendar year 2013 were 563,998 compared to 588,955 total passenger trips to date for calendar year 2012. The total passenger trips for the year were down 4%. The total passenger trips for May 2013 were 59,418 and were up 3% compared to May of 2012. The total number of service days for the month of May was 31, the average passengers per day was 1,917, the total passengers for May 2013 was 141,054. The difference between this month and last June 12, 2013
month was down 81,636 passenger trips. The difference between this year and last year same month was up 3%. Disabled passenger trips were down 3%, senior passenger trips were up 57% and West Virginia University “Ride with I.D.” was up 45% compared to May 2012. During May 2013 the Transit Authority traveled 94,826 miles, and answered 3,329 phone calls at the depot.

The General Manager reviewed the ridership reports for May 2013 with the Transit Authority Board Members.

VII. Financial Report:

A. May 2013 Financial Report

The General Manager reviewed the financial report for May 2013 with the Board Members.

David Flynn suggested writing off the past due invoice for Riverside Commons due to being on the books for so long.

David Flynn Made a Motion to write off the invoice for Riverside Commons in the amount of $6,817.69. Ronald Bane seconded the Motion.

For: All  
Opposed: None

David Flynn Made a Motion to accept for audit the Financial Report as presented for May 2013. Ronald Bane seconded the Motion.

For: All  
Opposed: None

B. FY 13-14 Capital Budget Amendment ($100k)

The General Manager stated that we received the funding for the Talking Bus Grant and the bus purchase matching funds in the amount of $100,000.00 to amend the Capital Budget.

David Flynn Made a Motion to amend the Capital budget for fiscal year 2013-2014 $100,000.00. Denny Poluga seconded the Motion.

For: All  
Opposed: None

VIII. Old Business

None

IX. New Business:

A. Bus Purchases

The General Manager stated that the purchase order has been issued for three buses that should be delivered in fourteen to sixteen months. Mountain Line Transit will also be

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ordering a Grey Line replacement bus due to mileage and age on the buses we are currently operating. The Grey Line bus will be purchased with 100% local funding.

B. Westover Sidewalk Construction Project

The General Manager stated that the Westover sidewalk construction project will cost $150,000.00. The sidewalk will start at the bus shelter in front of the Mountain Line Transit office and will go around the fence down to the Grey Line parking lot. The Department of Highways is bidding the project for Mountain Line Transit and will oversee the construction and management of the project.

C. Hartman Run Road Bridge Project

The General Manager stated that he proposed to the Monongalia County Commission, District Highway Engineer, Morgantown City Manager, and Morgantown City Planner that we take a look at transit bonding for the bridge and do a planned unit development to make up the gap in the funding. The planned unit development would put a higher density residential project on the remainder of the right a way around the bridge. The revenue from the rent from it could be used to pay off the bonds and for increased transit services. This increase would provide more frequent service to the Sabraton community.

D. Check Signature Authorization Cards

Denny Poluga Made a Motion to approve the Resolution to Open and Maintain a bank account including as Authorized Signatories the Mountain Line Transit Authority Board President, currently Jenny Dinsmore, and Mountain Line Transit Authority Board Treasure, currently Ronald Bane, Mountain Line Transit Authority General Manager currently, David Bruffy and Mountain Line Transit Authority Assistant Manager, currently Wayne Pifer be added as Signatories to the Account ending with 8829 account. David Flynn seconded the Motion.

For: All        Opposed: None

Denny Poluga Made a Motion approve the Resolution to Open and Maintain a bank account including as Authorized Signatories the Mountain Line Transit Authority Board President, currently Jenny Dinsmore, and Mountain Line Transit Authority Board Treasure, currently Ronald Bane, Mountain Line Transit Authority General Manager currently, David Bruffy and Mountain Line Transit Authority Assistant Manager, currently Wayne Pifer be added as Signatories to the account ending with 4539. David Flynn seconded the Motion.

For: All        Opposed: None

Denny Poluga Made a Motion approve the Resolution to Open and Maintain a bank account including as Authorized Signatories the Mountain Line Transit Authority Board President, currently Jenny Dinsmore, and Mountain Line Transit Authority Board Treasure, currently Ronald Bane, Mountain Line Transit Authority General Manager currently, David Bruffy and Mountain Line Transit Authority Assistant Manager, currently Wayne Pifer be added as Signatories to the account ending with 8874. David Flynn seconded the Motion.

For: All        Opposed: None

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E. Personnel Rules Position Descriptions Appendix A (updates)

The General Manager provided the Mountain Line Transit Board Members with copies of the Personnel Rules Position Descriptions.

**David Flynn Made a Motion to approve the Personnel Rules Position Descriptions with the correction for the Operations Supervisor position that under “benefits” replace with “Accrues per Personnel Rules”. Denny Poluga seconded the Motion.**

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

IX. Adjournment:

**David Flynn Made a Motion to adjourn at 6:55 PM.**