

**Town and Country Transit**  
**Minutes**

January 21, 2009  
504<sup>PM</sup>

A re-organizational meeting of the Board of Directors of Mid-County Transit Authority dba Town and Country Transit was held January 21, 2009 in the Board Room at 220 North Grant Avenue, Kittanning, commencing at 504<sup>PM</sup>. In attendance were Henry Mores, West Kittanning Borough; Howard Jack, Manor Township; Hyatt Hawk, Manorville Borough; Charles Niceley, Applewold Borough; and Thomas Close, Kittanning Borough. Absent were and representatives from East Franklin Township, Ford Cliff Borough and Ford City Borough. Also in attendance were Michael Johnston, TACT General Manager; Patti Lynn Baker, TACT Manager of HR/Finance; David Lint, TACT solicitor; and Tim Morgus and Janet Jarecki from Maher Duessel, CPAs.

The gavel was turned over to Lint to conduct the election of officers for the 2009 calendar year.

Mores was nominated for President by Jack. No other names were placed in nomination. Jack made a motion to close nominations and cast a unanimous ballot for Mores, seconded by Niceley. Motion passed unanimously.

Jack was nominated for Vice-President by Hawk. No other names were placed in nomination. Close made a motion to close nominations and cast a unanimous ballot for Jack, seconded by Niceley. Motion passed unanimously.

Niceley was nominated for Treasurer by Mores. No other names were placed in nomination. Jack made a motion to close nominations and cast a unanimous ballot for Niceley, seconded by Close. Motion passed unanimously.

Close was nominated for Secretary by Jack. No other names were placed in nomination. Niceley made a motion to close nominations and cast a unanimous ballot for Close, seconded by Hawk. Motion passed unanimously.

The election of officers having been completed, the gavel was turned over to Mores. Jack made a motion to adjourn, seconded by Close and passed unanimously. The re-organizational meeting was adjourned at 511<sup>PM</sup>.

A regular meeting of the Board of Directors of Mid-County Transit Authority, dba Town and County Transit, then commenced at 512<sup>PM</sup>. In attendance were Henry Mores, West Kittanning Borough; Howard Jack, Manor Township; Hyatt Hawk, Manorville Borough; Charles Niceley, Applewold Borough; and Thomas Close, Kittanning Borough. Absent were and representatives from East Franklin Township, Ford Cliff Borough and Ford City Borough. Also in attendance were Michael Johnston, TACT General Manager; Patti Lynn Baker, TACT Manager of HR/Finance; David Lint, TACT solicitor; and Tim Morgus and Janet Jarecki from Maher Duessel, CPAs.

Tim Morgus presented the Board with copies of the FY0708 financial audit prepared by Maher Duessel, certified public accountants. Morgus went over the new audit format as mandated by Act 44 of 2007. Morgus discussed concerns over liquidity, and also stated that most of the changes instituted to address financial concerns, such as debt re-structuring, occurred after June 30, the ending date for the audit period.

No public were present. Tom Mitchell reporter for the *Leader Times*, was present.

Minutes from the November 19, 2008 meeting were accepted as presented under a motion by Close, seconded by Niceley. Motion carried unanimously. Minutes from the December 17, 2008 meeting were accepted as presented under a motion by Jack, seconded by Hawk. Motion carried unanimously.

The meeting was recessed for an executive session to discuss personnel issues at 537<sup>PM</sup>. The regular meeting resumed at 619<sup>PM</sup>.

Citing prior commitments, Jack left at 622<sup>PM</sup>, and Lint left at 626<sup>PM</sup>.

Acceptance of the Treasurer's report was made under a motion by Niceley, seconded by Hawk. Motion carried unanimously.

Johnston reported on the current condition of the vehicle fleet as reflected in the enclosed Fleet Summary. Johnston advised that the pair of small buses ordered from Rohrer were not delivered on time due to a mix-up between Champion Coach and Rohrer, and had to be re-ordered. As a consequence, Rohrer has reduced their price by \$3,000 per bus. Johnston read the partial text of a letter received by all transit providers across the commonwealth from Deputy Secretary of Transportation Toby Fauver regarding the need to operate in a fiscally conservative manner. Johnston then commented on TACT's response, outlining cost-savings measures taken since July 1, 2008 (both letters attached). Johnston also commented on the cost-savings efforts of maintenance foreman John Ferraro, including saving nearly \$1200 per bus by replacing worn-out aluminum rims with steel rims, and similar savings per bus by purchasing shock absorbers from a local parts supplier instead of the vehicle's manufacturer.

On a motion by Close, seconded by Niceley and adopted unanimously, the Board adopted the following policies: Employment; Employee hiring and new employee orientation; Operator hiring; Accident reporting and investigation; Environmental health and safety; Open records; and Record retention and destruction. Johnston is attempting to set up a meeting with Local 1738 to discuss additional policies to be adopted in the future.

Under old business, cessation of service to Ford Cliff and Ford City Boroughs was discussed. Mores commented on a letter received from Ford Cliff on December 18<sup>th</sup> that indicated their desire to eliminate service (attached). A motion to eliminate fixed-route service to Ford Cliff and Ford City boroughs as local matching funds have not been received was made by Close, seconded by Niceley, and passed unanimously.

There was no new business to discuss.

The next scheduled meeting of the Board of Directors will be held Wednesday, February 18, 2009. Close made a motion to adjourn, seconded by Hawk and passed unanimously. The meeting adjourned at 643<sup>PM</sup>.

Respectfully submitted,  
Patti Lynn Baker