

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

March 18, 2009  
403<sup>PM</sup>

The regular meeting of the Board of Directors of Mid-County Transit Authority, dba Town and County Transit, was held March 18, 2009 at 403<sup>PM</sup>. In attendance were Henry Mores, West Kittanning Borough; Hyatt Hawk, Manorville Borough; Tom Close, Kittanning Borough; John Lux, Ford City Borough; and Dave Stewart, East Franklin Township. Absent were Howard Jack, Manor Township; and Charles Niceley, Applewold Borough and a representative from Ford Cliff Borough. Also in attendance were David Lint, TACT solicitor; TACT personnel, Gerry Miller and Patti Lynn Baker; Bob Sharp, PennDOT; and Laurie Andrews and Lynn Colosi, Clear View Strategies. Members of the public from Ford City Borough, Tom Shaffer; Renatta Signorini, reporter for the *Leader-Times* newspaper; David Croyle, reporter for *The Kittanning Paper*; John Ferraro, Kathy Libengood, and Terri Stein, employees of TACT; and former employee of TACT Stella Smith joined the meeting late.

Minutes from the February 18, 2009 meeting were accepted as presented under a motion by Lux, seconded by Stewart. Motion carried unanimously.

Minutes from the March 11, 2009 meeting were accepted as presented under a motion by Close, seconded by Hawk. Motion carried unanimously.

Considering the complexity and difficulty to interpret data from the STAT reports, a news format was distributed with February's reports. This provides all the pertinent information in an easier to read format. The Fixed Route Program shows a variance in Year-to-Date updated projected expenses of \$12,098 over budget while the Shared Ride program shows a variance in Year-to-Date updated projected expenses of \$44,532 under budget. Additional financial information as of February 28, 2009 included the balance sheet, check register, and cash receipts journal. An open payables as of March 18, 2009 was included. Following a discussion of the financial information provided to board members, the Treasurer's report for February 2009 was approved unanimously under a motion by Hawk, seconded by Close. Motion carried unanimously.

Miller gave the fleet summary, which finds the fleet overall in good shape as B103 had just returned from repairs for a blown engine. Two new 25 foot cutaway buses for the shared ride program will be delivered Friday March 20<sup>th</sup>. Shared Ride statistics (centers and overall) and Fixed Route statistics were provided.

Under old business, the following were discussed:

1. Local match contributions for FY 09/10 will be discussed at the April 15, 2009 meeting.
2. Lynn Colosi will draft an advertisement for the auction of TACT vehicles.
  - a. Under a motion by Close, seconded by Lux, authorization was approved to auction the following TACT vehicles, M03 (Envoy); A16, A17 (Station Wagons); and A11, A12, A20, A21, and A22 (Cutaways) by Close, seconded by Lux. Motion carried unanimously.
3. Target date for implementing the PwD program is July 1, 2009.
  - a. A motion was made by Close, seconded by Stewart to implement the PwD program with a target date of July 1, 2009. The motion carried unanimously.
4. RouteMatch, the shared ride scheduling software, and duties of TACT personnel needs to be assessed.
  - a. A motion was made by Close, seconded by Lux that enables necessary software implementations to make the software operate more efficiently. Motion carried unanimously.
5. Assist member municipalities with open positions on the board to fill those positions. Lint explained the withdrawal process outlined in a handout. Colosi prepared a letter for Mores'

signature to Ford Cliff relaying the same information. Colosi plans to attend East Franklin and Ford City's council meetings on March 26<sup>th</sup> and April 7<sup>th</sup>, respectively.

6. New bus schedules were posted today (March 18<sup>th</sup>) at the terminal and internally for the employees for the route changes to be implemented March 30, 2009. New schedules will be printed and distributed prior to the service changes. Hawke mentioned he has checked for schedules at the terminal and he's not found them to be empty. He said his wife rides the bus all the time. Close stated his concern for people in the Sprankle's parking lot, hidden by buses, and their risk for injury.
7. Determination of permanent management structure and filling on General Manager position to be held for executive session.

Under new business:

1. A resolution to remove Michael Johnston's name will be removed as signor to the Mid-County Transit Authority's 401 (k) Plan and that Mores and Niceley will be trustees of said plan. The motion was made by Close, seconded by Hawke and carried unanimously.
2. A motion made by Close, seconded by Lux, was made to authorize a dotGrants authorized official to submit financial assistance application to PennDot. This motion carried unanimously.

The public meeting was recessed for executive session for personnel issues at 4:45<sup>PM</sup>.

The public meeting resumed at 5:05<sup>PM</sup>. Mores stated that the determination of a permanent management structure for filling the General Manager's position will be tabled until April's meeting since two board members are absent and does not feel it's in the organization's best interest to vote tonight.

Further business conducted included public to be heard as:

1. Former employee Stella Smith, appealed to the Board to rehire her and another former driver Susan Armahizer. Mores stated they'd take her request under consideration.
2. It was recognized that it was Bob Sharp's birthday and all invited to stay for cake afterwards.

The next scheduled meeting of the Board of Directors will be held Wednesday, April 15, 2009 at 400<sup>PM</sup>. Hawke made a motion to adjourn, seconded by Close. Motion carried unanimously. The meeting adjourned at 510<sup>PM</sup>.

Respectfully submitted,

Patti Lynn Baker