

AGENDA

**Regular Board Meeting
February 27, 2020
5:30 P.M.
MCTA Board Room, 1st Floor**

ROLL CALL

OPENING – Pledge Allegiance to the Flag

PUBLIC COMMENT –

MINUTES – Approve for January 30, 2020

EXECUTIVE DIRECTOR’S REPORT – FR, SR & Flex for January 2020

COMMITTEE REPORTS –

Finance Committee	JoAnn Baratta
* Financials for January 1-31, 2020	
* All Purchases subject to audit for January 1-31, 2020	
* All Purchases subject to audit for February 1-27, 2020	

Operations Committee	Dave Edinger
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Human Resource Committee	Wayne Mazur
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Compliance Committee	John Hoback
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Marketing Committee	Robert Huffman
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OLD BUSINESS –

NEW BUSINESS –

EXECUTIVE SESSION –

RESOLUTIONS – Resolution 2020-2 CCA App Local Match FY19-20

QUESTIONS/COMMENTS –

ADJOURNMENT –

****The next meeting of the Board of Directors is scheduled for March 26, 2020****

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

Thursday, January 30, 2019 @ 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 in attendance. The meeting was called to order at 5:32 P.M.

BOARD MEMBERS PRESENT	STAFF PRESENT
Richard Mutchler, Chairman	Margaret Howarth, Executive Director
Wayne Mazur, 1 st Vice Chairman	Richard Schlameuss, Asst. Executive Director
John Hoback, 2 nd Vice Chairman	Joan Davidge, Chief Financial Officer
JoAnn Baratta, Treasurer	Walter Quadarella, Rural Ops & Maint. Manager
Eric Koopman, Asst. Treasurer	Robert Gress, HR/Safety Manager
Robert Huffman	Guy LaBar, Shared Ride Manager
Maria Candelaria	Iris Rivera, Recording Secretary
	Marc Wolfe, Solicitor

PUBLIC COMMENT:

None

The minutes from December 19, 2019 were reviewed and approved.

EXECUTIVE DIRECTOR'S REPORT:

Peggy presented the December Executive Director's report for FR & SR. Ridership was down in December for both FR & SR and that is expected due to winter months and holidays. Fixed Route was slightly over budget, but Shared Ride expenses were on point year-to-date.

FINANCIAL REPORT:

The **Regular Purchase Reports** for Period 6, December 1-31, 2019 were reviewed and ratified, subject to audit.

The **Capital Purchase Reports** for Period 7, January 1-30, 2020 were reviewed and ratified, subject to audit.

The **Regular Purchase Reports** for Period 7, January 1-30, 2020 were reviewed and ratified, subject to audit.

The **Budget & Variance Report** for Shared Ride for period ending November 30, 2019 & period ending December 31, 2019 were reviewed and approved, subject to audit.

The **Budget & Variance Report** for Fixed Route for period ending November 30, 2019 & period ending December 31, 2019 were reviewed and approved, subject to audit.

JoAnn reported that expenses and wages were down in Shared Ride in November and December. In Fixed Route revenue was high, but so were expenses and wages. The Kalahari route guarantee helped to offset expenses in Fixed Route. The Capital One fraud issue has been resolved.

OPERATIONS:

Walter reported that the CNG project is moving along nicely and that in about a week they will be cutting into the road to pull the line up from 611 to MCTA. There are also moving on the specs for the wash bay. Avail will also be in within a week to set up the CNG buses. Peggy mentioned that they are working on developing the adjacent parcel.

HUMAN RESOURCES:

Bob reported that there was 1 W/C claim and 3 minor PPL claims. We are currently working on the winter emergency plan for the Red & Blue routes only. We are also getting an RFP ready for IT services since our current IT person is leaving at the end of March.

COMPLIANCE:

The compliance committee met on January 23rd, and reviewed Certification#5 TAM Plan (Transit Asset Management) & Certification #6 Rolling Stock/Bus Testing. The next meeting will be on February 20th, when they will be reviewing Certification#7 Urbanized Area Formula Grants & Certification #8 Formula Grants for Rural Areas.

MARKETING:

Rich said that a proposal has been written to provide service to ESU. Rich is also working on Transit in the Park service for this summer and the refurbishment of our Fixed Route schedules. The route guarantee for Shawnee is doing well.

OLD BUSINESS:

None

NEW BUSINESS:

None

EXECUTIVE SESSION:

None

RESOLUTIONS:

Resolution 2020-1 Updated EEO Program was approved and adopted by the Board.

QUESTIONS/COMMENTS:

None

ADJOURNMENT:

The meeting was adjourned at 6:24 p.m.

Signed by _____

Secretary/Assistant Secretary

MOTIONS FROM January 30, 2020

01-01-20 - Motion to approve the minutes from the December 19, 2019 Board Meeting,
MOTION CARRIED- JH/RH

01-02-20 – Motion to approve the Regular Purchases for December 1-31, 2019
Subject to audit
MOTION CARRIED – WM/JH

01-03-20 - Motion to approve the Capital Purchases for January 1-30, 2020,
Subject to audit
MOTION CARRIED- WM/EK

01-04-20 - Motion to approve the Regular Purchases for January 1-30, 2020,
Subject to audit
MOTION CARRIED- WM/EK

01-05-20 - Motion to approve the Shared Ride Budget & Variance Report
for November 1-30, 2019,
Subject to audit
MOTION CARRIED- JB/JH

01-06-20 - Motion to approve the Shared Ride Budget & Variance Report
for December 1-31, 2019,
Subject to audit
MOTION CARRIED- JB/JH

01-07-20 - Motion to approve the Fixed Route Budget & Variance Report
for November 1-30, 2019,
Subject to audit
MOTION CARRIED- JB/JH

01-08-20 - Motion to approve the Fixed Route Budget & Variance Report
for December 1-31, 2019,
Subject to audit
MOTION CARRIED- JB/JH

01-09-20 – Motion to adopt Resolution 2020-1 for the Updated EEO Program
MOTION CARRIED – JH/EK

01-10-20 – Motion to adjourn
MOTION CARRIED – JH/RH

**Monroe County Transportation Authority
Budget Variance Report for Fixed Route
For the Seven Months Ending January 31, 2020**

Account #	Account Name	Period to Date - January			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
'4111-0-1	Farebox Fixed Route	6,209.51	15,500.00	(9,290.49)	82,556.88	108,500.00	(25,943.12)
'4113-0-1	Billed Fixed Route	471.00	675.00	(204.00)	3,035.25	4,725.00	(1,689.75)
'4151-0-1	Office Sales - Tickets & Pass	8,180.59	8,750.00	(569.41)	48,081.96	61,250.00	(13,168.04)
'4170-0-1	Advertising Revenue FR	-	1,500.00	(1,500.00)	2,444.70	10,500.00	(8,055.30)
'4510-0-1	Grants Federal 5311	55,000.00	55,000.00	-	385,000.00	385,000.00	-
'4511-0-1	Grants Federal 5307	42,680.00	41,666.66	1,013.34	284,075.00	291,666.66	(7,591.66)
'4520-0-1	Grants State Act 44-FR	171,413.04	167,072.63	4,340.41	1,042,762.89	1,058,416.13	(15,653.24)
'4570-0-1	Grants Local F/R	14,991.08	14,991.09	(0.01)	104,937.58	104,937.59	(0.01)
'4590-0-1	Other Revenue F/R	188.90	4,175.00	(3,986.10)	40,769.02	29,225.00	11,544.02
'4591-0-1	Route Guarantee	500.00	4,175.00	(3,675.00)	54,581.50	29,225.00	25,356.50
'4996-0-1	Interest Income -FR	39.25	10.00	29.25	138.22	70.00	68.22
	Total Revenue	299,673.37	313,515.38	(13,842.01)	2,048,383.00	2,083,515.38	(35,132.38)
'5010-1-1	Wages: Mechn-FR	25,406.46	25,471.16	64.70	158,960.32	157,921.16	(1,039.16)
'5010-2-1	Wages: Drivr-FR	60,335.26	65,221.16	4,885.90	447,675.20	404,371.16	(43,304.04)
'5050-1-1	Fica: Mechn-FR	2,431.96	2,000.00	(431.96)	13,956.31	14,000.00	43.69
'5050-2-1	Fica: Drivr-FR	5,353.57	4,850.00	(503.57)	37,929.52	33,950.00	(3,979.52)
'5052-1-1	PAUC: Mechn-FR	716.34	225.00	(491.34)	716.34	1,575.00	858.66
'5052-2-1	PAUC: Drivr-FR	1,578.69	575.00	(1,003.69)	2,286.31	4,025.00	1,738.69
'5096-1-1	Pension: Mechn-FR	2,154.77	1,325.00	(829.77)	10,388.78	9,275.00	(1,113.78)
'5096-2-1	Pension: Drivr-FR	4,910.43	3,500.00	(1,410.43)	25,197.60	24,500.00	(697.60)
'5330-2-1	Complimentary Transportation-ADA	5,694.00	8,250.00	2,556.00	42,592.00	57,750.00	15,158.00
5331-2-1	Flex - Orange:Trans-FR	5,884.00	4,200.00	(1,684.00)	31,510.00	29,400.00	(2,110.00)
5332-2-1	Flex - Yellow:Trans-FR	486.00	2,310.00	1,824.00	3,295.00	16,170.00	12,875.00
5333-2-1	Flex - Violet:Trans-FR	448.00	3,625.00	3,177.00	3,500.00	25,375.00	21,875.00
'5610-1-1	Parts: Garge-FR	1,763.36	6,000.00	4,236.64	64,549.68	42,000.00	(22,549.68)
'5612-1-1	Filters: Garge-FR	1,094.04	600.00	(494.04)	6,777.21	4,200.00	(2,577.21)
'5630-2-1	Purchased Tires: Trans-FR	2,068.92	2,750.00	681.08	16,800.59	19,250.00	2,449.41
5650-2-1	Electric: CNG:Trans-FR	-	847.91	847.91	-	5,935.41	5,935.41
5651-2-1	Fuel: CNG Expense:Trans-FR	-	2,543.75	2,543.75	-	17,806.25	17,806.25
'5652-2-1	Fuel Expense: Trans-FR	19,259.55	23,741.66	4,482.11	144,232.16	166,191.66	21,959.50
'5653-2-1	Taxes:Trans-FR	125.58	150.00	24.42	653.03	1,050.00	396.97
'5654-2-1	Motor Oil: Trans-FR	3,602.44	1,028.66	(2,573.78)	7,861.95	7,200.66	(661.29)
'5656-2-1	Antifreeze: Trans-FR	302.50	228.00	(74.50)	2,117.50	1,596.00	(521.50)
'5659-1-1	Other Fluids FR :Garage	241.50	570.00	328.50	2,431.13	3,990.00	1,558.87
'5910-6-1	Professional Fees: Transportation Study-FR	219.00	1,000.00	781.00	4,899.00	7,000.00	2,101.00
'6010-6-1	Wages: Admin-FR	43,644.77	48,173.08	4,528.31	300,794.99	298,673.08	(2,121.91)
'6030-1-1	Vacation Pay: Garge-FR	798.19	1,600.00	801.81	13,285.53	11,200.00	(2,085.53)
'6030-2-1	Vacation Pay: Trans-FR	1,904.32	3,150.00	1,245.68	27,643.76	22,050.00	(5,593.76)
'6030-6-1	Vacation Pay: Admin-FR	4,842.30	2,505.00	(2,337.30)	22,912.83	17,535.00	(5,377.83)
'6032-1-1	Sick Pay: Garge-FR	444.86	425.00	(19.86)	1,614.72	2,975.00	1,360.28
'6032-2-1	Sick Pay: Trans-FR	1,558.08	1,350.00	(208.08)	6,049.14	9,450.00	3,400.86
'6032-6-1	Sick Pay: Admin-FR	968.04	225.00	(743.04)	3,148.14	1,575.00	(1,573.14)
'6034-1-1	Holiday Pay: Garge-FR	2,505.98	850.00	(1,655.98)	6,077.47	5,950.00	(127.47)

Monroe County Transportation Authority
Budget Variance Report for Fixed Route
For the Seven Months Ending January 31, 2020

Account #	Account Name	Period to Date - January			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
'6034-2-1	Holiday Pay: Trans-FR	4,674.24	1,525.00	(3,149.24)	13,330.24	10,675.00	(2,655.24)
'6034-6-1	Holiday Pay: Admin-FR	5,533.76	1,600.00	(3,933.76)	12,375.16	11,200.00	(1,175.16)
'6039-1-1	Other Paid Absences: Garge-FR	355.39	325.00	(30.39)	1,731.13	2,275.00	543.87
'6039-2-1	Other Paid Absences: Trans-FR	346.24	850.00	503.76	2,764.88	5,950.00	3,185.12
'6039-6-1	Other Paid Absences: Admin-FR	1,126.90	625.00	(501.90)	4,424.52	4,375.00	(49.52)
'6050-6-1	Fica on Wages: Admin-FR	4,629.03	3,500.00	(1,129.03)	26,346.63	24,500.00	(1,846.63)
'6052-6-1	PAUC on Wages: Admin-FR	1,316.56	210.00	(1,106.56)	1,593.87	1,470.00	(123.87)
'6054-6-1	FICA on 3rd Party Sick Pay	-	50.00	50.00	-	350.00	350.00
'6090-1-1	Hospitalization: Garge-FR	3,303.80	3,650.00	346.20	23,713.16	25,550.00	1,836.84
'6090-2-1	Hospitalization: Trans-FR	10,973.99	13,750.00	2,776.01	105,048.18	96,250.00	(8,798.18)
'6090-6-1	Hospitalization: Admin-FR	9,131.07	9,000.00	(131.07)	60,963.39	63,000.00	2,036.61
'6092-1-1	Life Insurance: Garge-FR	183.64	220.00	36.36	1,285.48	1,540.00	254.52
'6092-2-1	Life Insurance: Trans-FR	501.52	550.00	48.48	3,567.91	3,850.00	282.09
'6092-6-1	Life Insurance: Admin-FR	266.54	425.00	158.46	1,824.66	2,975.00	1,150.34
'6093-6-1	Employee Assistance Program FR	-	100.00	100.00	205.00	700.00	495.00
'6094-1-1	Uniforms: Garge-FR	115.72	325.00	209.28	1,389.61	2,275.00	885.39
'6094-2-1	Uniforms: Trans-FR	468.33	525.00	56.67	4,095.75	3,675.00	(420.75)
'6096-6-1	Pension: Admin-FR	4,112.61	2,505.00	(1,607.61)	19,892.89	17,535.00	(2,357.89)
'6098-1-1	Bonus/Gifts: Garge-FR	2,480.40	500.00	(1,980.40)	4,570.70	3,500.00	(1,070.70)
'6098-2-1	Bonus/Gifts: Trans-FR	2,622.92	300.00	(2,322.92)	2,841.96	2,100.00	(741.96)
'6098-6-1	Bonus/Gifts: Admin-FR	5,853.51	750.00	(5,103.51)	10,866.17	5,250.00	(5,616.17)
'6152-3-1	Building Contract Service-FR	1,242.64	1,850.00	607.36	15,339.73	12,950.00	(2,389.73)
'6153-3-1	Building Supplies & Materials-FR	-	-	-	-	-	-
'6154-3-1	Building:Repairs & Maintenance-FR	1,017.99	2,000.00	982.01	10,891.77	14,000.00	3,108.23
'6159-3-1	Building - Other FR	-	-	-	-	-	-
'6215-6-1	Staff Travel: Admin-FR	133.74	650.00	516.26	4,230.78	4,550.00	319.22
'6251-6-1	Board Seminars: Admin-FR	-	250.00	250.00	-	1,750.00	1,750.00
'6253-6-1	Staff Seminars: Admin-FR	131.97	250.00	118.03	994.94	1,750.00	755.06
'6310-6-1	Telephone: Admin-FR	728.86	800.00	71.14	6,028.01	5,600.00	(428.01)
'6330-6-1	Electric: Admin-FR	1,284.80	1,250.00	(34.80)	8,189.71	8,750.00	560.29
'6350-6-1	Non-Elec. Heat: Admin-FR	1,892.10	1,000.00	(892.10)	5,491.38	7,000.00	1,508.62
'6360-6-1	Cable TV: Admin-FR	76.43	75.00	(1.43)	534.91	525.00	(9.91)
'6370-6-1	Water Expense: Admin-FR	375.94	275.00	(100.94)	1,863.41	1,925.00	61.59
'6390-6-1	Garbage Removal: Admin-FR	592.16	475.00	(117.16)	4,717.31	3,325.00	(1,392.31)
'6530-4-1	Advertising: Promo-FR	-	-	-	-	-	-
'6531-4-1	Legal Notice Adv: Promo-FR	-	40.00	40.00	-	280.00	280.00
'6550-4-1	Marketing: Promo-FR	672.75	2,125.00	1,452.25	8,460.59	14,875.00	6,414.41
'6551-4-1	Schedules Expense: Promo-FR	-	1,275.00	1,275.00	6,568.29	8,925.00	2,356.71
'6552-4-1	Tickets & Passes: Promo-FR	-	650.00	650.00	320.00	4,550.00	4,230.00
'6710-5-1	Vehicle Insurance: In&Sf-FR	19,936.36	21,250.00	1,313.64	143,628.54	148,750.00	5,121.46
'6720-5-1	In House Claims-FR	-	300.00	300.00	1,342.89	2,100.00	757.11
'6736-5-1	Workmans Comp Ins: In&Sf-FR	4,013.21	5,600.00	1,586.79	29,036.98	39,200.00	10,163.02
'6751-5-1	Safety Equipment: In&Sf-FR	-	500.00	500.00	-	3,500.00	3,500.00

Monroe County Transportation Authority
Budget Variance Report for Shared Ride
For the Seven Months Ending January 31, 2020

Account #	Account Name	Period to Date - January			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
4111-0-2	Farebox Shared Ride	9,088.84	13,255.00	(4,166.16)	77,653.89	92,785.00	(15,131.11)
4113-0-2	Billed Shared Ride	6,548.85	20,000.00	(13,451.15)	61,160.35	140,000.00	(78,839.65)
4170-0-2	Advertising SR	-	725.00	(725.00)	1,845.30	5,075.00	(3,229.70)
4520-0-2	Grants State Act 44-SR	76,624.74	42,981.54	33,643.20	220,553.23	187,481.54	33,071.69
4550-0-2	Grants Lottery - SR	77,087.35	76,666.66	420.69	568,032.05	536,666.66	31,365.39
4553-0-2	Grants PWD-SR	32,700.35	28,500.00	4,200.35	209,275.75	199,500.00	9,775.75
4560-0-2	Medical Assistance Grant	38,304.55	67,250.00	(28,945.45)	432,230.50	470,750.00	(38,519.50)
4996-0-2	Interest Income -SR	3.79	20.00	(16.21)	99.13	140.00	(40.87)
	Total Revenue	240,358.47	249,398.20	(9,039.73)	1,570,850.20	1,632,398.20	(61,548.00)
5010-1-2	Wages: Mechn-SR	16,937.64	16,730.76	(206.88)	105,973.53	103,730.76	(2,242.77)
5010-2-2	Wages: Drivr-SR	69,507.88	77,500.00	7,992.12	493,671.55	480,500.00	(13,171.55)
5050-1-2	Fica: Mechn-SR	1,621.30	1,250.00	(371.30)	9,304.21	8,750.00	(554.21)
5050-2-2	Fica: Drivr-SR	6,559.16	5,750.00	(809.16)	44,119.85	40,250.00	(3,869.85)
5052-1-2	PAUC: Mechn-SR	477.56	150.00	(327.56)	477.56	1,050.00	572.44
5052-2-2	PAUC: Drivr-SR	1,922.75	675.00	(1,247.75)	3,108.69	4,725.00	1,616.31
5096-1-2	Pension: Mechn-SR	1,436.52	875.00	(561.52)	6,925.86	6,125.00	(800.86)
5096-2-2	Pension: Drivr-SR	3,135.48	4,000.00	864.52	15,598.37	28,000.00	12,401.63
5320-2-2	MA Outside Transportation	-	750.00	750.00	-	5,250.00	5,250.00
5340-2-2	MA Mileage Reimburse-In County	2,793.00	2,750.00	(43.00)	18,824.45	19,250.00	425.55
5342-2-2	MA Mileage Reimburse-Out Cnty	626.68	875.00	248.32	5,557.29	6,125.00	567.71
5610-1-2	Parts: Garge-SR	(480.55)	4,000.00	4,480.55	24,296.35	28,000.00	3,703.65
5612-1-2	Filters: Garge-SR	199.68	100.00	(99.68)	1,305.88	700.00	(605.88)
5630-2-2	Purchased Tires: Trans-SR	(261.58)	2,000.00	2,261.58	20,729.18	14,000.00	(6,729.18)
5652-2-2	Fuel Expense: Trans-SR	15,561.56	22,500.00	6,938.44	113,176.01	157,500.00	44,323.99
5653-2-2	Taxes: Trans-SR	120.65	150.00	29.35	625.67	1,050.00	424.33
5654-2-2	Motor Oil: Trans-SR	-	1,250.00	1,250.00	3,957.88	8,750.00	4,792.12
5656-2-2	Antifreeze: Trans-SR	-	275.00	275.00	302.50	1,925.00	1,622.50
6010-6-2	Wages: Admin-SR	43,644.77	47,505.76	3,860.99	300,795.01	294,535.76	(6,259.25)
6030-1-2	Vacation Pay: Garge-SR	532.13	1,100.00	567.87	8,857.03	7,700.00	(1,157.03)
6030-2-2	Vacation Pay: Trans-SR	2,511.04	3,750.00	1,238.96	8,590.40	26,250.00	17,659.60
6030-6-2	Vacation Pay: Admin-SR	4,842.30	2,505.00	(2,337.30)	22,912.85	17,535.00	(5,377.85)
6032-1-2	Sick Pay: Garge-SR	296.58	175.00	(121.58)	1,076.48	1,225.00	148.52
6032-2-2	Sick Pay: Trans-SR	264.32	325.00	60.68	2,756.16	2,275.00	(481.16)
6032-6-2	Sick Pay: Admin-SR	968.04	200.00	(768.04)	3,148.15	1,400.00	(1,748.15)
6034-1-2	Holiday Pay: Garge-SR	1,670.66	550.00	(1,120.66)	4,051.65	3,850.00	(201.65)
6034-2-2	Holiday Pay: Trans-SR	2,378.88	725.00	(1,653.88)	6,343.68	5,075.00	(1,268.68)
6034-6-2	Holiday Pay: Admin-SR	5,533.76	1,500.00	(4,033.76)	12,375.19	10,500.00	(1,875.19)
6039-1-2	Other Paid Absences: Garge-SR	236.93	100.00	(136.93)	1,154.07	700.00	(454.07)
6039-2-2	Other Paid Absences: Trans-SR	264.32	225.00	(39.32)	2,114.56	1,575.00	(539.56)
6039-6-2	Other Paid Absences: Admin-SR	1,126.90	325.00	(801.90)	4,424.54	2,275.00	(2,149.54)
6050-6-2	Fica on Wages: Admin-SR	4,629.03	3,500.00	(1,129.03)	26,346.66	24,500.00	(1,846.66)
6052-6-2	PAUC on Wages: Admin-SR	1,316.56	300.00	(1,016.56)	1,593.89	2,100.00	506.11
6054-6-2	FICA on 3rd Party Sick Pay	-	50.00	50.00	-	350.00	350.00
6090-1-2	Hospitalization: Garge-SR	2,202.54	2,250.00	47.46	15,808.81	15,750.00	(58.81)
6090-2-2	Hospitalization: Trans-SR	3,516.11	2,750.00	(766.11)	26,173.02	19,250.00	(6,923.02)

Monroe County Transportation Authority
Budget Variance Report for Shared Ride
For the Seven Months Ending January 31, 2020

Account #	Account Name	Period to Date - January			Year to Date		
		Actual	Budget	Variance	Actual	Budget	Variance
6090-6-2	Hospitalization: Admin-SR	8,381.06	9,175.00	793.94	60,238.80	64,225.00	3,986.20
6092-1-2	Life Insurance: Garge-SR	122.42	150.00	27.58	856.94	1,050.00	193.06
6092-2-2	Life Insurance: Trans-SR	125.38	675.00	549.62	891.97	4,725.00	3,833.03
6092-6-2	Life Insurance: Admin-SR	266.54	425.00	158.46	1,824.66	2,975.00	1,150.34
6093-6-2	Employee Assistance Program SR	-	100.00	100.00	615.00	700.00	85.00
6094-1-2	Uniforms: Garge-SR	205.72	200.00	(5.72)	1,762.71	1,400.00	(362.71)
6094-2-2	Uniforms: Trans-SR	590.34	1,000.00	409.66	4,885.77	7,000.00	2,114.23
6096-6-2	Pension: Admin-SR	4,112.61	2,500.00	(1,612.61)	19,892.93	17,500.00	(2,392.93)
6098-1-2	Bonus/Gifts: Garge-SR	1,653.60	366.66	(1,286.94)	3,049.49	2,566.66	(482.83)
6098-2-2	Bonus/Gifts: Trans-SR	4,448.06	1,250.00	(3,198.06)	10,534.23	8,750.00	(1,784.23)
6098-6-2	Bonus/Gifts: Admin-SR	5,898.93	1,500.00	(4,398.93)	12,547.41	10,500.00	(2,047.41)
6253-6-2	Staff Seminars: Admin-SR	126.03	50.00	(76.03)	272.06	350.00	77.94
6310-6-2	Telephone: Admin-SR	428.06	600.00	171.94	3,540.28	4,200.00	659.72
6330-6-2	Electric: Admin-SR	754.57	925.00	170.43	4,809.83	6,475.00	1,665.17
6350-6-2	Non-Elec. Heat: Admin-SR	1,111.23	750.00	(361.23)	3,225.08	5,250.00	2,024.92
6360-6-2	Cable TV: Admin-SR	44.88	50.00	5.12	314.10	350.00	35.90
6370-6-2	Water Expense: Admin-SR	220.78	200.00	(20.78)	1,094.31	1,400.00	305.69
6390-6-2	Garbage Removal: Admin-SR	347.78	350.00	2.22	2,770.49	2,450.00	(320.49)
6710-5-2	Vehicle Insurance: In&Sf-SR	8,443.64	9,000.00	556.36	53,805.23	63,000.00	9,194.77
6720-5-2	In House Claims-SR	-	75.00	75.00	829.46	525.00	(304.46)
6736-5-2	Workmans Comp Ins: In&Sf-SR	4,353.62	6,075.00	1,721.38	29,660.25	42,525.00	12,864.75
6800-1-2	Consumable Supplies: Garge-SR	382.43	325.00	(57.43)	2,489.49	2,275.00	(214.49)
6800-6-2	Consumable Supplies: Admin-SR	362.26	425.00	62.74	2,001.87	2,975.00	973.13
6850-6-2	Postage: Admin-SR	29.34	275.00	245.66	1,623.12	1,925.00	301.88
6910-6-2	Professional Fees: Admin-SR	347.04	675.00	327.96	3,082.68	4,725.00	1,642.32
6913-6-2	Drug Screens - SR	141.60	60.00	(81.60)	1,009.60	420.00	(589.60)
6916-6-2	Auditor: Admin-SR	-	890.00	890.00	10,680.00	6,230.00	(4,450.00)
6930-1-2	Small Tools & Equip.: Garge-SR	-	100.00	100.00	133.67	700.00	566.33
6930-6-2	Small Tools & Service Agrmnts: Admin-SR	111.70	350.00	238.30	4,711.61	2,450.00	(2,261.61)
6951-1-2	Towing Expense: Garge-SR	300.00	150.00	(150.00)	1,875.00	1,050.00	(825.00)
6952-2-2	Licnese Renewals & Physicals: Trans-SR	-	225.00	225.00	3,675.90	1,575.00	(2,100.90)
6954-2-2	Communication: Trans-SR	540.00	860.00	320.00	4,737.63	6,020.00	1,282.37
6970-6-2	Dues/Memb/Subsc/: Admin-SR	416.25	200.00	(216.25)	905.25	1,400.00	494.75
6999-6-2	Other Expense Admin-SR	-	25.00	25.00	26.40	175.00	148.60
7996-6-2	Bank Charges-SR	-	5.00	5.00	-	35.00	35.00
	Total Expenses	240,358.47	249,398.18	9,039.71	1,570,850.20	1,632,398.18	61,547.98
	Net Income from Operations	-	0.02	(0.02)	-	0.02	(0.02)

ASSURANCES

Consolidated Capital Grant Application (CCA)

Board Resolution to File Application and to Certify Local Match

The MCTA Board of Directors resolves and certifies that the requested state amount of \$255,018 of Section 1516 funds; and/or state amount of \$45,381 of Section 1514 state discretionary trust funds; and/or, \$0 of state Section 1514 Bond funds are requested for Fiscal Year 19/20 to help pay for projected capital costs, excluding asset maintenance, and that these funds will only be used for this purpose since these funds are ineligible to be used for operating costs. Any of these funds not used this Fiscal Year will be used only for capital assistance in a subsequent year.

Further the MCTA Board of Directors resolves and certifies that in Fiscal Year 19/20 that local, or if applicable private, cash matching funds of no less than \$1,932 will be provided to match the requested amount of state Section 1514 discretionary trust funds; and/or, that local, or if applicable private, cash matching funds of no less than \$0 will be provided to match the requested amount of state Section 1514 bond funds. No local matching funds are required for the requested state Section 1516 funds.

I _____, _____ of the MCTA Board of Directors do
(Governing Body Official's Name) (Official Title) (Name of Governing Body)

hereby certify that the foregoing is a true, and correct copy of the Resolution adopted at a regular meeting of the MCTA Board of Directors held the day of February 27 of 2020.
(Name of Governing Body)

(Signature of Official) (Official Title) February 27, 2020
(Date)

Attested by:

Margaret A. Howarth Executive Director February 27, 2020
(Name of Attester) (Signature of Attester) (Official Title of Attester) (Date)