

AGENDA
Regular Board Meeting
November 21st, 2024
5:30 PM
MCTA Board Room, 1st Floor

ANNOUNCEMENTS – New Board Members

ROLL CALL –

OPENING – Pledge of Allegiance

AUDIT REPORT FY23-24 – Presented by auditors from Reinsel, Kuntz, Leshner

PUBLIC COMMENT –

MINUTES – From September 26th, 2024

EXECUTIVE OFFICE REPORT –

COMMITTEE REPORTS –

Finance Committee

JoAnn Baratta

❖ QTR1 Financial Reports

Operations Committee

David Edinger

HR and Safety Committee

Wayne Mazur

Compliance Committee

John Hoback

Marketing Committee

Robert Huffman

UNFINISHED BUSINESS –

NEW BUSINESS –

- ❖ Hours of Service Compliance Policy
- ❖ MCTA Board Meeting Schedule 2025
- ❖ MCTA Holidays 2025

EXECUTIVE SESSION –

RESOLUTIONS – Resolution 2024-9 Fixed Route Fare Increase 2025

QUESTIONS/COMMENTS –

ADJOURNMENT –

The next meeting of the Board of Directors will be on **December 12th, 2024**

**BOARD MINUTES
MONROE COUNTY TRANSPORTATION AUTHORITY
PO BOX 339
SCOTRUN, PA 18355**

Thursday, September 26th @ 5:30 PM

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. Seven (7) Board members were present. The meeting was called to order at 5:30 PM.

BOARD MEMBERS PRESENT

STAFF PRESENT

Wayne Mazur, Chairman	Richard Schlameuss, CEO
John Hoback, 1 st Vice Chairman	Iris Navarro, COO via teleconference
Joann Baratta, Treasurer	Joan Davidge, CFO
Eric Koopman	Cheryl McPherson, HR Manager
David Edinger	Walter Quadarella, Rural Ops & Maint. Manager
Robert Huffman	Lawrence Gebo, Safety Manager & Maint. Asst.
Mary Claire Megargle	Helen Yanulus, Grants and Comm. Manager
	Lyndia Meade-Jonas, Shop Steward
	Gosia Sobieszczuk, Recording Secretary
	Jill Nagy, Solicitor via teleconference

PUBLIC COMMENT:

Public comment was provided by Florence Metzgar.

APPROVAL OF MINUTES:

The minutes from the August 29th, 2024, meeting were reviewed and approved.

EXECUTIVE OFFICE REPORT:

RS: Presented with reporting package including MCTA Strategic Plan, PennDOT SR Review 22-23, FR Fare Increase Review, and organizational chart update.

FINANCIAL REPORT:

JB: The Committee met on Wednesday, September 26th. Auditors visited September 16th-19th: MCTA is at 62% progress and will have to provide management discussion analysis and state reconcile. New GL accounts were drafted, and version 2 of the FY 24-25 budget was presented. Changes: denomination of services as “fixed route” and “non-fixed route,” change of reporting structure for ADA, Flex, Microtransit and NPS moved to non-fixed route services, changes in PennDOT funding resulting in \$18K reduction of funds – applied to fuel expense.

OPERATIONS:

DE: The Committee didn’t meet. RS: The Expansion project is moving into 90% of the preparatory phase. WQ: (2) CNG buses in repair long term.

HUMAN RESOURCES AND SAFETY:

CM: In August, we hired (4) NFR drivers, (2) promotions from NFR to FR and (2) from PT to FT. Employee census ongoing. Mechanic position still open. RS: PPTA grants in works for PennCollege Certification classes. LG: Drivers’ observations (5) FR and (15) NFR in August, and (55) YTD.

COMPLIANCE:

JH: The committee will work on implementation of the Strategic Plan.

MARKETING:

HY: Continuous presence in social media and at events, introduced new 15-trip pass bridge between MOGO cards and new fare system, valid until February 1st, 2025.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

RS asked the Board to approve the motion to authorize MCTA management to advertise and receive public feedback for a fixed route fare increase effective January 1, 2025.

EXECUTIVE SESSION:

Carried.

RESOLUTIONS:

None.

QUESTIONS/COMMENTS:

RS: Information regarding holiday party will follow soon.

ADJOURNMENT:

The meeting was adjourned at 6:37 PM.

Signed by _____
Secretary/Assistant Secretary

MOTIONS
September 26th, 2024

01-09-2024 – Motion to approve minutes from the August 29th Board Meeting.

MOTION CARRIED – DE/JH

02-09-2024 – Motion to approve Strategic Plan 2024-2029

MOTION CARRIED – JH/EK

03-09-2024 – Motion to approve Version 2 of the Budget for FY 24-25 for Fixed Route

MOTION CARRIED – JB/JH

04-09-2024 – Motion to approve Version 2 of the Budget for FY 24-25 for Non-Fixed Route

MOTION CARRIED – JB/JH

05-09-2024 – Motion to authorize MCTA management to advertise and receive public feedback for
Fixed Route fare increase effective January 1, 2025

MOTION CARRIED – DE/EK

06-09-2024 - Motion to adjourn.

MOTION CARRIED – DE/JH



MCTA BOARD MEETINGS 2025

January 30 th	Meeting as scheduled @ 5:30pm.
February 27 th	Meeting as scheduled @ 5:30pm.
March 27 th	Meeting as scheduled @ 5:30pm.
April 24 th	Meeting as scheduled @ 5:30pm.
May 29 th	Meeting as scheduled @ 5:30pm.
June 26 th	Meeting as scheduled @ 5:30pm.
July 31 st	Meeting as scheduled @ 5:30pm.
August 28 th	Meeting as scheduled @ 5:30pm.
September 25 th	Meeting as scheduled @ 5:30pm.
October 30th	No Meeting
November 20 th	Meeting as scheduled @ 5:30pm.
December 18 th	Meeting as scheduled @ 5:30pm.



MCTA HOLIDAYS 2025

MCTA will be closed on the following holidays.
(No Fixed Route, Shared Ride, or Administrative Offices will be operating.)

New Year's Day	Wednesday, January 1, 2025
Memorial Day	Monday, May 26, 2025
Independence Day	Friday, July 4, 2025
Labor Day	Monday, September 1, 2025
Thanksgiving Day	Thursday, November 27, 2025
Christmas Day	Thursday, December 25, 2025

FLOATING HOLIDAYS

On the following 2 holidays MCTA will be open. Full-time staff may elect either of the following with prior Supervisor approval:
a) the paid holiday or b) as time off on an alternate day.

*Martin Luther King Day	Monday, January 20, 2025
*Presidents' Day	Monday, February 17, 2025

All other days MCTA will operate as scheduled.