

AGENDA

**Regular Board Meeting
September 26th, 2024
5:30 PM
MCTA Board Room, 1st Floor**

ROLL CALL

OPENING – Pledge of Allegiance

PUBLIC COMMENT –

MINUTES – From August 29th, 2024

EXECUTIVE OFFICE REPORT – July 2024

COMMITTEE REPORTS –

Finance Committee	JoAnn Baratta
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- ❖ Version 2 of the Budget for FY 24-25
- ❖ New Chart of Accounts

Operations Committee	David Edinger
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HR and Safety Committee	Wayne Mazur
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Compliance Committee	John Hoback
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Marketing Committee	Robert Huffman
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UNFINISHED BUSINESS –

NEW BUSINESS –

A motion to authorize MCTA management to advertise and receive public feedback for a fixed route fare increase effective January 1, 2025.

EXECUTIVE SESSION –

RESOLUTIONS –

QUESTIONS/COMMENTS –

ADJOURNMENT –

The next meeting of the Board of Directors will be on **November 21st, 2024**

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

Thursday, August 29th @ 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. Six (6) 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
Joann Baratta, Treasurer	Joan Davidge, CFO
David Edinger	Cheryl McPherson, HR Manager
Robert Huffman	Water Quadarella, Rural Ops & Maint. Manager
Mary Claire Megargle	Guy LaBar, Shared Ride Manager
	Lawrence Gebo, Safety Manager & Maint. Asst.
	Helen Yanulus, Grants and Comm. Manager
	Lyndia Meade-Jonas, Shop Steward
	Gosia Sobieszczuk, Recording Secretary via teleconference
	Jill Nagy, Solicitor

PUBLIC COMMENT:

Public comment was provided by Lyndia Meade-Jonas.

APPROVAL OF MINUTES:

The minutes from the July 25th, 2024, meeting were reviewed and approved.

EXECUTIVE OFFICE REPORT:

RS: Presented with a reporting package including June 2024 CEO Report, Bus Covered Storage Update, FR Fare Increase Recommendation, and FY24-25 Update.

FINANCIAL REPORT:

JB: The Committee met on Tuesday, August 27th. New (4) CDs purchased for Act 44 funds. CPA visit on August 21st and 28th. Auditors in the week of September 16th. Unaudited reporting submitted to PennDOT. New settings (fixed route vs non-fixed route) and new GL accounts for FY24-25.

JUNE and Unaudited FY23-24 - FR

JB: Revenues and expenses are above the budget for June and YTD. RS: We received \$112k of excise tax back from the IRS for CNG usage.

JUNE and Unaudited FY 23-24 - SR

JB: Revenues and expenses for June are above the budget but YTD under budget.

OPERATIONS:

DE: the Committee met today. RS: phase 60-90% of the preparation for the expansion project, next preparation work for the project management phase.

HUMAN RESOURCES AND SAFETY:

CM: we hired (2) SR drivers and (1) dispatcher, we have (3) FT drivers positions open: (2) for FR and (1) for SR. Today hired (4) CDL drivers. New employment applications and exit interviews.

LG: training for new hires.

WM: General succession plan in the works.

COMPLIANCE:

JH: All certifications are up to date, waiting for new certifications to come out. RS would like the Compliance Committee to work on and monitor the progress of the implementation of the Strategic Plan.

MARKETING:

HY: Great response to trippers – sold out immediately upon release of brochures. Great response and source of information from the Olympics campaign.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

None.

EXECUTIVE SESSION:

None.

RESOLUTIONS:

None.

QUESTIONS/COMMENTS:

DE: Requested for notification of retirement ahead to give MCTA time to train the successor. WM: MCTA is at a great place with a great staff and great management system. RH: Complemented MCTA as well.

WM: New Board Members will be appointed within 60 days. RS: Requested DE and JH for approval to submit for reappointment.

ADJOURNMENT:

The meeting was adjourned at 6:34 PM.

Signed by _____
Secretary/Assistant Secretary

MOTIONS
August 29th, 2024

01-08-2024 – Motion to approve minutes from the July 25th Board Meeting.

MOTION CARRIED – JH/RH

02-08-2024 – Motion to approve the Fixed Route Budget Variance report for June 2024,
subject to audit.

MOTION CARRIED – JB/JH

03-08-2024 – Motion to approve the Shared Ride Budget Variance report for June 2024,
subject to audit.

MOTION CARRIED – JB/JH

04-08-2024 – Motion to adjourn.

MOTION CARRIED – DE/JH