

**MONONGALIA COUNTY URBAN MASS
TRANSPORTATION AUTHORITY
BOARD OF DIRECTOR'S MEETING**

March 8, 2023

Authority Members Present:

Jenny Dinsmore
Ron Bane
Terri Cutright
Marly Ynigues
Wesley Nugent
Jeremy Evans

Authority Members Not Present:

Other Personnel Present:

David Bruffy
Maria Smith
Paul Burns
Loring Danielson
Jeremiah Bland

Others Present:

Terry Cahill
304-212-8837 (Debra Gordey)

I. Call to Order:

The Transit Authority Board Meeting for March 8, 2023 was called to order at 12:06 P.M. by Jenny Dinsmore.

II. Reading and Approval of Minutes

A. February 8, 2023

Terri Cutright Made a Motion to approve the minutes with the addition of attendee Debra Gordey for February 8, 2023 Board meeting. Marly Ynigues seconded the Motion.

For: All

Opposed: None

III. Presentations:

A. Driver of the Month February 2023

The Transit Authority Board announced the Authority's February 2023 driver of the month John Blosser. The Authority also recognized Andy Feezle, Tom Jones, Anne Cramer and Bill Kimbrel for their outstanding performance during the month of February 2023.

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B. Rider of the Month March 2023

The Transit Authority Board announced Lee Anne Frye as the March 2023 Rider of the Month nominated by the Mountain Line Transit Citizen's Advisory Committee. The next Mountain Line Transit Citizen's Advisory Committee meeting will be on Wednesday March 15th in person or via Zoom at 1:00 PM.

C. New Hire Introductions

There were no personnel changes for the month of February.

D. Maintenance Presentation – Maintenance Supervisor Jeramiah Bland

Jeremiah Bland provided a thorough presentation of what is covered during a 5,000 mile inspection.

IV. Public Hearing Grafton Road Mountain Heights Service Elimination

No one was present to comment regarding the elimination of Grafton Road and Mountain Heights. CEO Bruffy stated that Uber is no longer continuing their support for transit in their software. CEO Bruffy suggested that we continue Grafton Road and Mountain Heights until we are able to find replacement software.

V. Monthly Data Summaries and Correspondence

January Monthly Data Summaries

Mountain Line reports the total passenger trips to date this calendar year as of February 2023 were 118,322 compared 88,861 total passenger trips to date for calendar year 2022. The total passenger trips were up 32% the total number of service days for the month of February 2023 was 28. Total passengers for February 2023 were 62,096 up 32% compared to February 2022. Disabled passenger trips were up 22% senior passenger trips were up 26% and WVU passenger trips were up 25% compared to February 2022. To date there have been 605 Property Tax Passes issued. There were 5,527 passenger trips in February 2023. For the month of February 123,308 miles have been driven.

NewFIT provided 80 passenger trips during February 2023.

State Opioid Response (SOR) had 437 Passenger trips in February 2023. There have been 15,544 total passenger trips since our first rider in March 2020.

Ride Mon Uber Service had 257 passenger trips in February 2023. There were a total of 2,410 passenger trips since May 2022.

The Sweep Account Interest was \$7,638.00 for the month of February 2023.

VI. Committee Reports

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- A. **Finance Committee Report**
i. February 2023 Finance Report

Wesley Nugent Made a Motion to accept the Financial Report for February 2023 for audit as presented. Marly Ynigues seconded the motion.

For: All

Opposed: None

VII. Old Business:

- A. **Construction Updates**

CEO David Bruffy stated we are still waiting on some fence parts to finish off the parking lot project.

- B. **Hazel's House of Hope Shelter**

CEO Bruffy stated that he reached out to the administrator at Hazel's House of Hope and has not heard back.

VIII. New Business

- A. **Approval of Renovation Bid for Lobby and Office Buildout**

CEO Bruffy stated that we only received one bid and that was from Lytle Construction so a comparative cost estimate was provided and confirmed that the price offered was reasonable. There was originally \$400,000 budgeted for this project however there are funds under the Building Maintenance line which can be used to complete this project.

Terri Cutright mad a motion to approve the bid from Lytle Construction, Marly Ynigues seconded the motion.

For: All

Opposed: None

- B. **Bus Procurement from State Contract**

CEO David Bruffy he has not received pricing for two new vehicles from the vendor yet however the expected cost will be around \$140,000 per vehicle including the cost to convert it to propane. CEO Bruffy requested that the board approve spending of \$280,000 for the two vehicles so the project can continue as soon as the vehicles become available.

Jeremy Evans moved the motion to allow the purchase of the vehicles and Terri Cutright seconded the motion.

For: All

Opposed: None

- C. **Part Time Driver Holiday Pay**

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CEO Bruffy stated that currently part time employees are not eligible for holiday pay. It was the intention of the board to change that so **CEO Bruffy** proposed the following language to be added to the Personnel Policy:

“b. Part-Time employees will qualify for 8 hours of holiday pay in addition to hours worked for any Mountain Line holiday worked. Part-Time employees shall not be paid regular hours at time and a half pay.”

An employee will have to work on the holiday in order to get the holiday pay and part time drivers will not be paid time and a half. This will also apply to our Customer Service personnel.

Wesley Nugent made a motion to approve the Personnel Policy update as presented. Marly Ynigues seconded the Motion.

For: All

Opposed: None

IX. Public Comment

There were no comments from the public present. Marly Ynigues did pass along a comment she received from Marti Shamburger requesting the bus shelters get cleaned up. **CEO Bruffy** stated that 50 lexan panels have been ordered to replace those with graffiti on them.

X. Board Member Reports and MPO Update

X. Next Board Meeting

Next Board meeting will be held on April 19, 2023. Wesley Nugent requested that the City and County be notified of our new meeting dates and times.

XI. Adjournment

Ron Bane made a motion to adjourn at 1:00 PM.

i/d