

CamTran Board of Directors' Meeting Minutes

I. Call Meeting to Order

Mr. Tim Whited, Chairman, called the meeting to order at 09:30.

Roll Call

Silent Prayer

Flag Salute

Board Members In-Person: Tim Whited, Tom Gramling, Matt Barczak, Oscar Cashaw, Christy Leiato, Kristen Villarrial; Trish Corle, Joe Slifko, Matt Barczak

Board Member Absent: Pat Replogle

Solicitor: Jill Nagy

Auditor: Brenda Pawlowski (Zoom)

Staff: Rose Lucey-Noll, Bernie Walkowsky, Kim Morley, Bob Johnson, Josh Yoder, Michael Sanders, Daymond Powell, Kelly Palov, Tabatha Johnson, Jennifer Sukenik, Korrin Fisher – Zoom.

Adopt the May 27, 2022 Agenda

Mr. Gramling made a motion to adopt the May 27, 2022, Agenda

Ms. Villarrial seconded the motion.

The motion passed unanimously.

II. Public Comment

There was no public comment.

III. Approval of minutes from the April 22, 2022, CamTran Board of Directors Meeting.

Ms. Leiato made a motion to approve the April 22, 2022, minutes

Mr. Gramling seconded the motion.

The motion passed unanimously.

IV. Employee Recognition

Ms. Lucey-Noll and Chairman Tim Whited presented Kelly Palov a certificate of appreciation for her outstanding customer care and kindness she shows toward the customers. A customer wrote a letter and explained how she goes out of her way to assist the riders on her bus.

V. Committee Reports

A. Finance Committee

Mr. Gramling presented the report for the Finance Committee. The committee met in-person at 08:30 a.m. The auditor, Brenda Pawlowski, of Kotzan CPA, made a presentation via Zoom; financial statements and dashboards, and IP Rehab project and other open projects were discussed.

- i. **Approve the MATP Agreement with Community Action for FY 2022-23**
Mr. Gramling entered a motion to approve the MATP agreement.
Ms. Villarrial seconded the motion.
The motion was unanimously approved.
- ii. **Approve the County Maintenance Agreement for FY 2022-23**
Mr. Gramling entered a motion to approve the County Maintenance agreement.
Ms. Leiato seconded the motion.
The motion was unanimously approved.
- iii. **Approve the AAA Sponsorship Agreement for FY 2022-23**
Ms. Corle entered a motion to approve the AAA Sponsorship agreement for FY 2022-23.
Ms. Leiato seconded the motion.
The motion was unanimously approved.
- iv. **Accept the Annual Audit for FY ending June 30, 2021.**
Ms. Corle entered a motion to accept the Annual Audit.
Mr. Gramling seconded the motion.
The motion was unanimously approved.
- v. **Approve and award rural bus painting to Hometown Collision for the bid of \$94,183.50, pending attorney approval.**
Ms. Corle entered a motion to approve and award rural bus painting to Hometown Collision.
Mr. Gramling seconded the motion.
The motion was unanimously approved.

B. Construction Committee

- i. **Ratify the payment of \$79,526.59, Pay Application #7, to Ligonier Construction for the Ebensburg Water Sewer Project.**
Mr. Gramling entered a motion to ratify the payment of \$79,526.59, Pay Application #7, to Ligonier Construction.
Ms. Corle seconded the motion.
The was unanimously approved.
- ii. **Ratify the payment of \$81,505.35, Pay Application #3, to Leonard Fiore, for the Ebensburg Bus Wash Project, as approved by the Construction Committee, on 05/05/22.**
Ms. Corle entered a motion to ratify the payment of \$81,505.35, Pay Application #3, to Leonard Fiore.
Ms. Villarrial seconded the motion.

The motion was unanimously approved.

iii. Ratify the payment of \$145,552.63, Pay Application #3, to K & K Plumbing, for the Water Sewer Project, as approved by the Construction Committee, on 04/26/22

Mr. Gramling entered a motion to ratify the payment of \$145,552.63, Pay Application #3, to K & K Plumbing, for the Water Sewer Project, as approved by the Construction Committee, on 04/26/22

Ms. Corle seconded the motion.

The motion was unanimously approved.

iv. Ratify the payment of \$8,195.65, Pay Application, #4, to Stelco Inc., for the Bus Wash Project, as approved by the Construction Committee, on 04/26/22.

Ms. Leiato entered a motion to ratify the payment of \$8,195.65, Pay Application, #4, to Stelco Inc., for the Bus Wash Project, as approved by the Construction Committee, on 04/26/22.

Ms. Corle seconded the motion.

The motion was unanimously approved.

v. Ratify the payment of \$816,957.00, Pay Application #6, to Mosites (GC), for the Inclined Plane Rehab Project, as approved by the Construction Committee, on 04/26/22.

Mr. Gramling entered a motion to ratify the payment of \$816,957.00, Pay Application #6, to Mosites (GC), for the Inclined Plane Rehab Project, as approved by the Construction Committee, on 04/26/22.

Ms. Corle seconded the motion.

The motion was unanimously approved.

vi. Ratify the payment of \$39,208.00, Pay Application #5, to Schultheis (EC), for the Inclined Plane Rehab Project, as approved by the Construction Committee, on 04/26/22.

Ms. Corle entered a motion to ratify the payment of \$39,208.00, Pay Application #5, to Schultheis, (EC) for the Inclined Plane Rehab Project, as approved by the Construction Committee, on 04/26/22.

Ms. Villarrial seconded the motion.

The motion was unanimously approved.

vii. Ratify the payment of \$12,081.65, to Plant Services Group (PSG), Pay Application #6, for the Inclined Plane Rehab Project, as approved by the Construction Committee, on 04/26/22.

Ms. Leiato entered a motion to ratify the payment of \$12,081.65, to Plant Services Group (PSG), Pay Application #6, for the Inclined Plane Rehab Project, as approved by the Construction Committee, on 04/26/22.

Mr. Gramling seconded the motion.
The motion was unanimously approved.

VI. Financial Reports for April 2022

Mr. Gramling made a motion to accept the financial reports as presented.
Ms. Villarrial seconded the motion.
The motions was passed unanimously.

VII. Solicitor's Report

No Report

VIII. Old Business

None

IX. New Business

A. Appoint Nomination Committee for Board Officers

- i.** Joe Slifko, Chair; Christy Leiato and Kristen Villarrial were also asked to join, by Mr. Whited.

X. Executive Director's Report

Ms. Lucey-Noll reported on the fixed rail ridership. It is up 5% for the month, but down 6% YTD. She stated that compared to the bigger cities, they are really down and 6% is not a bad decrease and we are starting to trend upwards.

Shared Ride and ADA are down 18% due to driver shortages. New drivers are being hired and in training which will help increase ridership.

Bob Johnson attended virtual Security Safety training & testing. He started his certifications in October. He completed and passed Rail Transit Incident Investigation. Bob Johnson spoke about the class and said it was one of the most difficult he has done.

Ms. Lucey-Noll spoke about the marketing events taking place in June. The Wash & Tune Wheelchair Clinic will be starting. Korrin Fisher got a recommendation from Ms. Wheelchair Pennsylvania as to the need of this project.

June 10th is Stuff the Bus with Diapers, it is in coordination with the Laurel Highlands United Way as a way to get diaper and wipes donations to help local families.

There will be a Juneteenth Scavenger Hunt, coordinated with Vision 2025. Participants will ride the bus and look for clues.

Ms. Lucey-Noll recognized Jen Sukenik, Daymond Powell, and Mike Sanders for their participation in the Downtown Johnstown Beautification Day on May 22nd. Daymond & Mike power washed the Transit Center and Ms. Sukenik planted flowers in Central Park.

Ms. Lucey-Noll congratulated and thanked Sharon Switzler for 23 years of service; and Cathy Karlhiem for 27 years of service.

XI. Adjourn

Mr. Gramling made a motion to adjourn at 10:00 a.m.