

**CamTran Board of Directors'  
Meeting Minutes  
May 24, 2023**

**I. Call Meeting to Order**

Mr. Whited called the CamTran Board of Director's meeting to order at 09:30

**Roll Call**

**Silent Prayer**

**Flag Salute**

**Adopt the May 24, 2023, Agenda**

Joe Slifko made a motion to adopt the May 24, 2023, agenda.

David Lehman seconded the motion.

The motion was unanimously approved.

**Board Members Present:** Timothy Whited, Thomas Gramling, Joseph Slifko, Trish Corle (Zoom), Matt Barczak (phoned in), David Lehman, Kristen Villarrial

**Board Members Absent:** Oscar Cashaw, Christy Leiato

**Solicitor:** Jill Nagy (Zoom)

**Staff:** Breanna McConnell, Kim Morley, Korrin Fisher, Terry Deckard, Tabatha Johnson, Joyce Pittman, Roberta Kirsch, John Drahnak, Mike Sanders, Jennifer Sukenik, Rose Lucey-Noll

**II. Public Comment – John DeBartola – Did Not Attend**

**III. Approval of minutes from the April 28, 2023, CamTran Board of Directors meeting.**

Thomas Gramling made a motion to approve the minutes from the April 28, 2023, Board of Directors meeting.

Kristen Villarrial seconded the motion.

The motion was unanimously approved.

**IV. Committee Reports**

**A. Finance Committee**

**Financial Reports for May 19 & 24, 2023**

The Finance Committee met on May 19 and this morning. Kim Morley presented the report for the Finance Committee. They received financial statements and monthly dashboard. They received updates on all projects. Action items are on the agenda.

Joe Slifko entered a motion to approve the Financial Reports for May 19 & 24, 2023.

Tom Gramling seconded the motion.

The motion was unanimously approved.

**B.**

**(i.) Approve the AAA (Area Agency on Aging) Sponsorship Agreement for Fiscal Year 2023-24.**

David Lehman entered a motion to approve the AAA Sponsorship Agreement for FY 2023-24.

Thomas Gramling seconded the motion.

The motion was unanimously approved.

**(ii.) Approve the County Maintenance Agreement for Fiscal Year 2023-24.**

Joe Slifko entered a motion to approve the County Maintenance Agreement for FY 2023-24.

Kristen Villarrial seconded the motion.

The motion was unanimously approved.

**(iii.) Approve the MATP (Medical Assistance Transportation Program) Agreement with Community Action for Fiscal Year 2023-24.**

David Lehman made a motion to approve the MATP Agreement with Community Action for FY 2023-24.

Joe Slifko seconded the motion.

The motion was unanimously approved.

**(iv.) Adopt Fiscal Year 2023-24 Operating Budgets for CamTran and the Inclined Plane.**

David Lehman made a motion to adopt the Fiscal Year 2023-24 Operating Budgets for CamTran and the Inclined Plane.

Thomas Gramling seconded the motion.

The motion was unanimously approved.

**(v.) Approve the renewal of healthcare insurance through the Highmark Blue Cross Community Blue Plan for the 2023-24 Fiscal Year.**

Thomas Gramling made a motion to approve the renewal of healthcare insurance through the Highmark Blue Cross Community Blue Plan for the 2023-24 Fiscal Year.

Joe Slifko seconded the motion.

The motion was unanimously approved.

- (vi.) **Authorize the Executive Director to negotiate the contract for professional services with Huitt Zollars and enter into a contract, subject to solicitor review, for the Downtown Transit Center.**

Joe Slifko made a motion to approve the funds of CamTran's Incline Flag Fund to be transferred to the Centennial Flag Committee

David Lehman seconded the motion.

The motion was unanimously approved.

- (vii.) **Authorization for the Executive Director to change the Inclined Plane Flag Fund representatives from the Inclined Plane Inc., to representatives of the Centennial Flag Committee.**

Thomas Gramling made a motion for authorization for the Executive Director to change the Inclined Plane Flag Fund representatives from the Inclined Plane Inc., to representatives of the Centennial Flag Committee.

Kristen Villarrial seconded the motion.

The motion was unanimously approved.

#### **C. Construction Committee**

##### **Inclined Plane Rehab Project**

- (i.) **Ratify the payment of Pay Application #17, to Schultheis Electric, as approved by the Construction Committee on May 9, 2023.**

David Lehman entered a motion to ratify the payment of, Pay Application #17, to Schultheis Electric, as approved by the Construction Committee on May 9, 2023.

Kristen Villarrial seconded the motion.

The motion was unanimously approved.

- (ii.) **Ratify the payment of Pay Application #18, to Mosites, as approved by the Construction Committee on May 9, 2023.**

Joe Slifko entered a motion to ratify the payment of Pay Application #18, to Mosites, as approved by the Construction Committee on May 9, 2023.

Thomas Gramling seconded the motion.

The motion was unanimously approved.

#### **V. Solicitor's Report**

None

#### **VI. Old Business – Follow up from the Nominating Committee**

**Election of Officers:** Joseph Slifko announced the names of the officers for next year 2024.

Tim Whited – Chairman; Joseph Slifko – Vice Chairman; Thomas Gramling – Treasurer; Trish Corle – Secretary.

Joe Slifko made a motion to retain all the current officers of the Board.

David Lehman seconded the motion.

The motion was unanimously approved.

## **VII. New Business**

None

## **VIII. Executive Director's Report**

- Ridership for April, month-to-month, for Fixed Ride is up 4%; up 15% YTD; -29% pre-covid.
- Ridership for April, month-to-month, for Shared Ride is -25%; -30% YTD; -63% pre-covid.
- Ridership for April, month-to-month, for ADA is up 6%; -10% YTD; -37% pre-covid.
- Rose spoke about the delay of the opening of the Inclined Plane, due to the delivery of the safety sheave wheels being pushed back to mid-June. This would cause the readiness of the operation to November. She also explained the four steps needed to take place for training and preparation of operations. The expected time is Spring 2024.
- Rose thanked the Bus Operators, Operations, and Dispatch for tolerating the road work and construction all through town. She stated the safety flag forces flaggers are really bad at directing traffic. Joyce & Roberta are out there every day asking where they are going to be next. We never knew where they were going to be and could not get information from them. Even the City did not know where they were going to be.
- Rose thanked Kim and the accounting staff for the budget preparation. Started in February and so much behind the scenes.
- Rose thanked Mike Sanders and the Facilities Department for doing such a great job repairing the fence at the parklet adjacent to the Inclined Plane Visitor's Center/Asiago's.
- Thanks to Korrin for coordinating staff volunteering at the Learning Lamp's backpack project this week, and thank you to Ashley (Ebensburg), Bre, Roberta, Chris Smith, and Amy for volunteering.
- National Bike Week is June 3<sup>rd</sup>. Korrin and President Commissioner Tom Chernisky are going to ride the bus with the bike rack and ride the Path of the Flood Bike Trail.
- Rose thanked Korrin for promoting the Summer Youth Pass, \$1.00 day pass for students, up to 18 years old. It runs June 1<sup>st</sup> through the end of August.

## **IX. Adjourn**

Tom Gramling entered a motion to adjourn.

The meeting was adjourned at 09:49 a.m.

Once approved by the Board.

Respectfully submitted,

\_\_\_\_\_  
Trish Corle, Secretary

\_\_\_\_\_  
Date

APPROVED