



CAMTRAN BOARD OF DIRECTORS' MEETING MINUTES
Friday, October 27, 2023
502 Maple Avenue, Johnstown, PA 15901

I. Call Meeting to Order

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

Roll Call – Present: Timothy Whited, Chairman; Thomas Gramling, Treasurer; Trish Corle, Secretary; Matt Barczak via phone; David Lehman; Christy Leiato; Kristen Villarrial; Jill Nagy, Solicitor.

Absent: Joseph Slifko, Vice Chairman, and Oscar Cashaw

Staff: Rose Lucey-Noll, Bob Johnson, Kim Morley, Adam Weir, Terry Deckard, Eric Allen, Robin Gartrell, Roberta Kirsch, Dan Blake, Todd Bair, Mike Sanders, Greg Martin, Joyce Pittman, Michele Barnes, John Drahnak, Jennifer Sukenik.

Silent Prayer
Flag Salute

A. Adopt the October 27, 2023, Agenda

Trish Corle, Secretary, made a motion to adopt the October 27, 2023, agenda.
Tom Gramling, Treasurer, seconded the motion.
The motion was unanimously approved.

II. Public Comment

A. Terry Walker – Mr. Walker did not attend.

B. John Porter – Mr. Porter, ATU 1279 Grievance Officer, thanked Rose Lucey-Noll, Executive Director and Jill Nagy, Solicitor, for working with them on the contract. They received a raise to \$32/hour. He mentions that they are short on drivers and overtime is high. He wants a union representative at the Board meetings.

C. Rick Rheel – Mr. Rheel discussed the need for three to four more full-time drivers and overtime should be looked at in the budget. There are now zero part-time drivers and asked to please hire three full-time drivers.

III. Employee Recognition – Dan Blake received a positive commendation for always being so courteous to the passengers. They are always happy to see him.



Todd Bair received recognition for his quick thinking when he noticed a small child walking alone on the side of the road. He waited with the child until the police arrived.

Roberta Kirsch, Robin Gartrell, and Greg Martin were recognized for going above and beyond decorating and preparing for the Halloween Parade and Greg for making sure the buses operated safely during the parade due to the unexpected street closures.

IV. Approval of minutes from the September 22, 2023, CamTran Board of Directors meeting.

Kristen Villarrial entered a motion to approve the minutes from the September 22, 2023, Board of Directors' meeting.

David Lehman seconded the motion.
The motion was unanimously approved.

V. Committee Reports
A. Finance Committee

Thomas Gramling, Treasurer, reported there was a Finance Committee Meeting held this morning. In attendance were Tim Whited, Tom Gramling, Trish Corle, Rose Lucey-Noll, Kim Morley, and Robert Johnson. Financial statements were read and updates on projects were given. Action items are on the agenda.

Thomas Gramling, Treasurer, entered a motion to approve the Financial Reports for September 2023.

Kristen Villarrial seconded the motion.
The motion was unanimously approved.

B. Construction Committee

i. Ratify payment of Pay Application #21, to Schultheis Electric (EC), as approved by the Construction Committee on September 26, 2023.

Thomas Gramling, Treasurer, made a motion to approve payment of Pay Application #21, to Schultheis Electric (EC), as approved by the Construction Committee on September 26, 2023.

Christy Leiato seconded the motion.
The motion was unanimously approved.

ii. Ratify the payment of Pay Application #22, to Schultheis Electric (EC), as approved by the Construction Committee, on October 9, 2023.

Thomas Gramling, Treasurer, made a motion to approve payment of Pay Application #22, to Schultheis Electric (EC), as approved by the Construction Committee on September 26, 2023.

Christy Leiato seconded the motion.
The motion was unanimously approved.

Trish Corle, Secretary, requested to make a remark as to why the amounts of the pay applications are no longer listed on the agenda and website. Based on Cyber Security training, they were informed that we should not do that because if someone gets our minutes and they see the payment amounts, they could go in and mess with our stuff and falsify checks in those dollar amounts. That is why you no longer see the amounts on the agenda anymore or in the minutes. There have been other organizations that have also pulled dollar amounts.

iii. Ratify the payment of Pay Application #23, to Mosites (GC), as approved by the Construction Committee, on October 9, 2023.

Thomas Gramling, Treasurer, made a motion to approve payment of Pay Application #23, to Mosites (GC), as approved by the Construction Committee on September 26, 2023.

David Lehman seconded the motion.
The motion was unanimously approved.

iv. Ratify the payment of Pay Application #23, to Plant Services Group (MC), as approved by the Construction Committee, on October 9, 2023.

Thoms Gramling, Treasurer, made a motion to approve payment of Pay Application #23, to Plant Services Group (MC), as approved by the Construction Committee on October 9, 2023.

Trish Corle, Secretary, seconded the motion.
The motion was unanimously approved.

v. Reject Incline Passenger Waiting Deck bid # 23-03.

Note: The above is incorrect. It should read Incline Pedestrian Crosswalk.

Thomas Gramling, Treasurer, made a motion to reject the Incline Pedestrian Crosswalk bid #23-02.



Trish Corle asked why the bid was rejected. Rose Lucey-Noll responded by saying they only received one bid and it was non-responsive. There was one section they ignored as far as specifications they didn't address in their bid. There was a portion of that wasn't included as to what the cost would be. When things like that happen for being non-responsive, it goes back out for bid. Jill Nagy commented: Basically, they missed all of the electrical specs.

Trish Corle, Secretary, seconded the motion.
The motion was unanimously approved.

VI. **Financial Reports**

Nothing to report. All statements were reviewed at the Finance Committee meeting and are available in your portal.

Timothy Whited, Chairman entertained a motion to approve the financial statements.

Thomas Gramling, Treasurer, made a motion to approve the financial statements.
Kristen Villarrial seconded the motion.
All were in favor and the motion was unanimously approved.

VII. **Solicitor's Report** - Nothing to report.

VIII. **Old Business - None**

IX. **New Business**

A. Authorize a one-day free fare for customers on fixed route service as a thank you for their patience during the City garage repair work. Date of opening to be announced.

Trish Corle, Secretary, made a motion to Authorize a one-day free fare for customers on fixed route service as a thank you for their patience during the City garage repair work.

David Lehman seconded the motion.

Remarks: Rose Lucey-Noll clarified that the day of opening, when we know, will be the day we institute the free fare day.

The motion was unanimously approved.

X. **Executive Director's Report from Rose Lucey-Noll**

- Fixed Route Ridership was up 3% month-to-month, and 5% YTD.
Shared ride was up 26% month-to-month, and 18% YTD.
ADA was 45% month-to-month, and 36% YTD.
Positive numbers are moving in the right direction.

- Rose gave an update on the Transit Center re-design project. She thanked Josh, from the Tribune, for his coverage of this with a couple of articles they wrote to get the word out. There were two virtual meetings: one for employees and one for the public. There is a Project Page available on the CamTran website. We got a lot of good feedback, input, and discussion. The information is on our website and there is a special page to link to the redesign project, showing where we are on the projects and recordings of the meetings. The presentations that happened this week are also available. There is a survey available and asking the drivers for their help getting the word out to the riders. We would like to see as much input as we can from our riders as it is important.
- December 8, 2023, there will be a charette for the planning of the Transit Center Redesign. It will be held at the Public Safety Building in Downtown Johnstown. No time has been announced yet.
- Rose explained that this is a federally funded planning grant which is separate from the RAISE Grant which is the one step we have to do to get to the next phase of the project. It is used for engineering, design, and some construction. We are very excited that it has started, and we are getting good input from the employees and the public.
- A Safety Vest Program has started where all the drivers are wearing safety vests and if you are going through the garage, you must wear the safety vests. This is just one way to improve our safety culture. Bob Johnson was instrumental in getting the program underway and she thanked him for it.
- Rose also thanked the drivers again for their patience with the Transit Center and knows it is a difficult situation and appreciates their efforts. We are working with the City to try to get the repairs done. They do not have a date when it can reopen. We are working hard to get the repairs done before winter and it's safe to open. Safety is the number one priority.
- We are having a mobile bus job fair on November 9th, at the library, to do interviews on the bus as a different way of approaching how to get people to apply for jobs. We have a driver shortage and are working hard to try to get the shortage out. It's not just the transit industry and getting qualified drivers.
- We are participating with the Center of Population Health, Wellness Wednesdays, and getting the information out to seniors over 65 and talk about health care and bus services that we have available. It's been a good partnership.

XI. Adjourn

Tim Whited, Chairman, entered a motion to adjourn.

Thomas Gramling, Treasurer, seconded the motion.

The meeting was adjourned at 9:55 a.m.



October 27, 2023, Meeting Minutes.

Once approved by the Board.

Trish Corle, Secretary