



ATA ANNUAL BOARD MEETING AGENDA

May 21, 2014

- I. Opening Prayer
- II. Pledge of Allegiance
- III. Roll Call
- IV. Approval of November 20, 2013 Regular Board of Directors Meeting Minutes
- V. Treasurer's Report
- VI. Committee Reports
 1. Executive Committee
 2. Personnel Committee – May 12, 2014
 3. Budget Committee – December 18, 2013; April 17, 2014
 4. Policy Committee
 5. Joint Executive Committee
 6. Facilities and Equipment Committee – April 17, 2014
- VII. Old Business
- VIII. New Business
 1. Adoption of Resolution #1 - 2014: Resolution Certifying Local Match for State Operating Financial Assistance for FY 2014-2015
 2. Adoption of Resolution #2 - 2014: Resolution Adopting the FY 2014-2015 Budget as Recommended by the Budget Committee
 3. Adoption of Resolution #3 - 2014: Resolution to Provide Transportation Services to Monroe Township, Clarion County for FY 2014-2015

4. **Adoption of Resolution #4 - 2014: Resolution Authorizing the Retention of Depository Institution for FY 2014-2015**
 5. **Adoption of Resolution #5 - 2014: Resolution Authorizing Filing of the FY 2013-2014 Consolidated Capital Grant Application and to Certify Local Match Assurances**
 6. **Adoption of Resolution #6 – 2014: Resolution Approving Bid Award to MTB Transit Solutions and Capital Grant Application Budget Increase**
 7. **Adoption of Resolution #7 – 2014: Resolution for Purchase of Six (6) MATP Vehicles**
 8. **Adoption of Resolution #8 – 2014: Resolution Authorizing the Purchase of 30' Gillig Bus for Monroe Township Fixed Route Service**
 9. **Adoption of Resolution #9 - 2014: Resolution Authorizing Filing a Capital Grant Application for FY 2014-2015**
 10. **Election of Officers**
- IX. Chief Executive Officer's Report**
- X. Adjournment**

ATA ANNUAL BOARD OF DIRECTORS MEETING MINUTES

May 21, 2014

The Area Transportation Authority Board of Directors Annual meeting was called to order at 10:38 a.m. on May 21, 2014 at the Authority's Regional Transit Facility, 44 Transportation Center, Johnsonburg, Pennsylvania.

The following members were present:

PRESENT:

Ken Wingo, Chairman
Anthony Viglione, Vice Chairman
Rhett Kennedy, Treasurer
Dick Stover
John Todd
Dave Wolfe
Harry Whiteman
Kristen Vida
Joan Robinson McMillen
William Setree

The following guests were in attendance:

Joseph DeMott	McKean County Commissioner
June Sorg	Elk County Commissioner
Janis Kemmer	Elk County Commissioner
John Sobel	Clearfield County Commissioner
Deborah Pontzer	Congressman Glenn Thompson's Office
Thomas Wagner	Meyer and Wagner Law Office
Michael Imbrogno	ATA Chief Executive Officer
Yvonne Woleslagle	ATA Administrative Secretary
Debbie Addeo	ATA Secretary

Chairman Wingo called the meeting to order. He then asked Thomas Wagner to open the meeting with a prayer, which was then followed by the Pledge of Allegiance.

Yvonne Wolesslagle then read roll call. Michael Galluzzi (Cameron County) was not present at the meeting. Notification of Mr. Galluzzi's absence was given prior to the meeting.

The next item on the agenda was the acceptance of the November 20, 2013 Regular Board of Directors meeting minutes. Chairman Wingo asked the Board members if there were any additions or corrections to the meeting minutes as presented.

With no further discussion, a motion was made by Dave Wolfe to accept the meeting minutes from the November 20, 2013 Regular Board of Directors meeting. Kristen Vida seconded the motion, with all Board members in favor.

The next item on the agenda was the Treasurer's report. Rhett Kennedy, Treasurer, gave the Treasurer's Report. As of May 16, 2014, ATA had the following balances:

General Fund	\$3,142,425
Act 26 Account	\$64,026
Act 3 Account	\$364,908
MATP Account	\$225,018
Unrestricted Cash Account	\$452,001
Total	\$4,248,377
Accounts Payable:	\$4,097
Accounts Receivables (Total):	\$283,156
Current:	\$159,996
0-30 days:	\$69,197
31 – 60 days:	\$18,639
61 – 90 days:	3,044
> 90 days:	\$32,280

Over 90 days is payment due from Bradford Nursing, Clearfield Dialysis, Kidney Care – DuBois, Nicholas Collins, and Sweden Valley Manor.

Rhett Kennedy then gave an overview of the Statement of Net Position –Internal Comparative.

With no further discussion, a motion was made by Harry Whiteman to approve the Treasurer's report as presented. John Todd seconded the motion, with all Board members in favor.

The next item on the agenda was the Committee meetings. The Executive Committee, Policy Committee and Joint Executive Committees did not meet since the last Board Meeting.

Personnel Committee Report:

The Personnel Committee conducted a meeting on May 12, 2014 (*copy of the minutes were included in the Board packet*). Joan McMillen gave a brief update on the meeting in Mr. Galluzzi's absence.

- A 3% merit increase to employees for FY 2014-2015 was recommended by the Personnel and Budget Committees.
- The Authority's health insurance benefit plan was also reviewed. The Authority might incur an increase in our premium due to health events that resulted in major claims incurred in the current plan year. The potential impact of these claims is of concern, but since these are not reoccurring illnesses but one-time events, there should be a limited impact on the new rates for the next plan year. For budgeting purposes, a 10% increase was included in the budget.
- The Chief Operating Officer position will be filled as recommended by the Personnel Committee. The Chairman of the Personnel Committee (Michael Galluzzi) will sit on the Search Committee for the recruitment to fill the COO position. Joan McMillen stated that the Board of the Clearfield Commissioners had some concerns and suggested that more members from the Board sit on the Search Committee for the COO position, since the COO would be moving up to the CEO position. Rhett Kennedy stated that he could understand doing this for a CEO position, but there is no guarantee that the COO would move up to the CEO position. Ken Wingo then asked Tony Viglione and Harry Whiteman to also sit on the Search Committee for the recruitment and hiring to fill the COO position.

A motion to increase the size of the Search Committee by adding Harry Whiteman and Tony Viglione to the Committee was made by John Todd. Dick Stover seconded the motion, with no further discussion all Board members were in favor.

Ken Wingo asked if there were any additional questions or comments on the Personnel Committee meeting minutes. There being no further discussion, Kristen Vida made a motion to accept the Personnel Committee meeting minutes. Joan McMillen seconded the motion, with all Board members in favor.

Budget Committee Report:

The Budget Committee conducted a meeting on December 18, 2013 (*copy of the meeting minutes were included in the Board packet*).

- A review of the FY 2014 first quarter and projected expenditures was made by the Budget Committee.

With no further comments or discussion, a motion was made by Rhett Kennedy to accept the December 18, 2013 Budget Committee meeting minutes. Harry Whiteman seconded the motion, with all Board members in favor.

Another Budget Committee meeting was conducted on April 17, 2014 (*copy of the meeting minutes were included in the Board packet*). These meeting minutes and the FY 2014-2015 budget spreadsheet were mailed out to the Board members prior to the Annual Board meeting.

- Coletta gave a presentation to the Budget Committee members that included the projected expenditures for FY 2014, as well as a review of the projected draft budget for FY 2015. Budget Assumptions that attributed to the FY 2015 budget were also reviewed.

A public meeting to review the FY 2015 budget was also scheduled on May 9, 2014. Michael apologized to the Board that they were not notified about this meeting. No one from the general public attended the meeting except a staff reporter from the DuBois Courier. Notice of the public meeting was not put on the Board Calendar of Events, but will be done next year.

With no further discussion or comments, a motion to approve the April 17, 2014 Budget Committee meeting minutes was made by Joan McMillen. John Todd seconded the motion, with all Board members in favor.

Facilities and Equipment Committee Report:

A meeting of the Facilities and Equipment Committee was conducted on April 17, 2014 (*copy of the meeting minutes were included in the Board packet*). These meeting minutes were also mailed out to the Board members for review prior to the Board meeting. Harry Whiteman then gave a brief update on the meeting.

- The Committee recommended approval by the Board to purchase six (6) Dodge Caravans at a price up to \$40,352 for the MATP program.

- A recommendation for approval was also given by the Committee to purchase a 30' Gillig vehicle for Monroe Township, Clarion County under the Red Rose Authority option.
- The Committee also recommended award of the bid of \$183,734 to MTB Transit Solutions for the repair of four (4) Gillig Phantom buses and a budget increase of \$8,734 to cover the anticipated costs.
- A review of ATA's list of capital projects that will be included in the 2015-2018 Transportation Improvement plan was given.

Michael then stated that on May 19, 2014, we received a resolution from the attorney for the City of DuBois that will need to be adopted by the Board. This resolution states that ATA/DuFAST will turn over the water line at the DuBois facility to the City of DuBois. The DuFAST Board of Directors will also pass the same resolution. Michael stated this would be a good thing for both the Authority and the City of DuBois. Tony Viglione suggested that the City of DuBois should replace the current 6" water line with an 8" line.

Tom Wagner stated that he reviewed the proposed resolution and it points out that the easement where the water line is located is owned jointly by ATA and DuFAST. The resolution does say that ownership of the water line will be turned over the City of DuBois for no consideration which means that neither Authority will receive any money for turning over the water line. This resolution merely authorizes the Chief Executive Officer to execute the necessary documents. Tom Wagner then read the resolution to be approved.

WHEREAS, AREA TRANSPORTATION AUTHORITY OF NORTH CENTRAL PENNSYLVANIA (ATA), a Municipal Authority organized and existing under the laws of the Commonwealth of Pennsylvania, and DuBOIS, FALLS CREEK, SANDY TOWNSHIP JOINT TRANSPORTATION AUTHORITY (DuFAST), a Municipal Authority organized and existing under the laws of the Commonwealth of Pennsylvania, jointly own land located in Sandy Township, Clearfield County, Pennsylvania, which land lies East of Thirteenth Street (also known as Oklahoma Salem Road) and which is more particularly described in a Deed dated September 6, 1986, and recorded in the Office of the Register and Recorder of Deeds of Clearfield County, Pennsylvania, in Deeds and Records Book Vol. 1116, Page 48; and

WHEREAS, the aforesaid real property and the commercial facilities located thereon are currently serviced by a six inch ductile-iron waterline, gate valve and meter pit, which are located on the aforesaid property and are privately owned by ATA and DuFAST; and

WHEREAS, ATA and DuFAST desire to dedicate and transfer the aforesaid six inch waterline, gate valve and meter pit to the CITY OF DuBOIS believing it will improve water service to and fire protection of their above-set forth jointly owned land and the commercial facilities located thereon; and

WHEREAS, CITY OF DuBOIS is willing to accept the ownership of the aforesaid waterline, gate valve and meter pit, and the responsibility for operating, maintaining, repairing, removing, replacing, extending, installing, and/or reconstructing the aforesaid waterline and infrastructure once dedicated and transferred by ATA and DuFAST to the CITY OF DuBOIS.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the AREA TRANSPORTATION AUTHORITY OF NORTH CENTRAL PENNSYLVANIA (ATA), that:

1. ATA shall and does hereby dedicate and transfer its interest in the six inch ductile-iron waterline pipe, gate valve and meter pit currently located on property lying East of Thirteenth Street (known as Oklahoma Salem Road), which property is owned jointly by ATA and DuFAST and is more particularly described in Deed recorded in Clearfield County Deeds and Records Book Vol. 1116, Page 48, to the CITY OF DuBOIS for no monetary consideration and shall and does hereby authorize the execution of a Bill of Sale to effect the transfer of the said waterline, gate valve and meter pit.
2. The President of the Board of Directors of ATA, KENNETH J. WINGO, and MICHAEL IMBROGNO, the Chief Executive Officer, are hereby authorized to appropriately execute any and all documents necessary or advisable which may be required by the CITY OF DuBOIS to effect the transfer of its interest in the aforesaid six inch waterline, gate valve and meter pit to the CITY OF DuBOIS.

With no further discussion, a motion to approve the resolution as stated as a Board was made by Tony Viglione. John Todd seconded the motion, with all Board members in favor.

A motion to approve the April 17, 2014 Facilities and Equipment Committee meeting minutes was made by Rhett Kennedy. Dick Stover seconded the motion. Joan McMillen questioned if any of the counties' local match will go towards the purchase of the vehicle for Monroe Township. Michael stated no, this was an earmark specifically for Monroe Township in Clarion County and they provide the local match required. Tom Wagner also stated there were three recommendations made by the Committee at the meeting. These recommendations are included

as resolutions under New Business. With no further business or discussion, all Board members were in favor.

The next item on the agenda was New Business. Michael stated there are nine (9) resolutions that need to be presented and adopted by the Board. Copies of the resolutions are included under New Business in the Board packet. The resolutions to be adopted are:

Resolution #1– 2014: Resolution Certifying the Local Match for State Operating Financial Assistance for FY 2014-2015

The Area Transportation Authority of North Central Pennsylvania Board of Directors resolves and certifies that the operating financial assistance of \$4,063,597 provided pursuant to 74 Pa.C.S. §1513 is needed in Fiscal Year 2014-2015 or in a subsequent fiscal year to help pay for projected operating expenses, including asset maintenance costs; and that these funds will be used for this purpose only, because these funds are ineligible to be used for asset or capital improvements projects; and that any funds not used this Fiscal Year will be retained and used only for operating assistance in a subsequent fiscal year(s).

Further, the Area Transportation Authority of North Central Pennsylvania Board of Directors resolves and certifies that the required local matching funds of \$261,641 will be secured from local contributors no later than the end of Fiscal Year 2014-2015 to match the requested Section 1513 funds.

Ken Wingo asked if we have all of the local match resolutions from the six counties in place. Michael stated that we do not have Clearfield County's local match resolution.

At this time, Chairman Wingo asked what were the intentions of the Clearfield County Commissioners regarding the local match resolution. Joan McMillen, Clearfield County Board member and Commissioner, stated that the Commissioners had a conference call with the Deputy Secretary at the Pennsylvania Department of Transportation. The Commissioners have asked PennDOT if they could make a motion at the Commissioners meeting on June 3, 2014 to sign a three (3) month resolution and visit it again before the end of the first quarter of FY 2014-2015. Joan McMillen indicated that the Commissioners have seen good faith effort from ATA and hope to work with the Board to rectify some of the concerns they have and that they are not irreconcilable differences. If ATA has a plan to address some of their concerns, they will continue to approve quarterly local match resolutions for FY 2014-2015. The Deputy Secretary approved this and told the Clearfield Commissioners they could state their request at this meeting.

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Chairman Wingo stated that said he sees some problems with this and suggested that Clearfield County do a semi-annual resolution at a minimum. PennDOT requires that ATA has all local match for the FY 2015 operating grant application. He stated that ATA is a transparent organization and not only envied by transportation systems throughout the state, but also throughout the country as an example. Ken further stated that this matter was addressed with the other five County Commissioners and ATA will not be using any of their local match to fund the Clearfield operations. Joan McMillen stated that this is a decision that the Commissioners will make at their meeting.

Elk County Commissioner Janis Kemmer stated that if every county would do this type of arrangement to pay their local match, it would be very difficult to budget as a whole.

Tom Wagner also pointed out that in the local match resolution to be adopted it makes a specific representation by the Board of Directors to PennDOT that it resolves and certifies that the required local matching funds of \$261,641 will be secured from local contributors no later than the end of FY 2014-2015 to match the requested Section 1513 funds. Tom Wagner stated that the Board is committing to PennDOT to make these funds available. If the counties that are to provide these matching funds are not stepping up to the plate to provide their county's local match, the Board is taking a risk.

McKean County Commissioner Joseph DeMott stated that this organization has shown a cooperative effort between the county governments of the six counties. There has been an adequate time frame for the Clearfield Commissioners to pursue the changes they wanted to see and to make up their mind to continue to support this organization or not. Commissioner DeMott does not feel it is fair to the other counties for Clearfield County to put ATA on a three month basis and to potentially interfere with the provision of service in the other counties.

Michael stated that ATA has been diligently responding to the requests made by Clearfield County Commissioners and feels that progress has been made. The FY 2014-2015 budget along with meeting minutes were mailed out to the Board members prior to the meeting. A decision needs to be made as to what we want sent out to the Board members prior to each Board meeting.

Michael stated that we have been privy to the Peer Performance Review and we know what the recommendations for improvement are. We shared an advanced copy with the Clearfield County Commissioners, Clearfield County Board members Tony Viglione and Kristen Vida, and ATA Board Chairman Ken Wingo in order that they could see what was contained in ATA's PPR.

The two most salient recommendations were sending the budget out and board material prior to the Board meeting. There was not any real problem in this report. The other recommendations were geared more to improving the organization. There were also ten best practices followed by ATA and cited in the PPR; and this is something that the Board, Commissioners, and staff should be proud of because they are recognized practices in the industry that are to be shared with our peers.

However since distributing the PPR to the above recipients, Michael was notified by PennDOT not to distribute this review any further than it has been distributed. He then respectfully asked that at this point in time anyone who has it should not share it. Michael stated that he was only trying to rectify the issues with Clearfield County by distributing this review. Chairman Wingo stated that there is no need for an apology and they will comply with not sharing the report.

After more discussion regarding the implications of Clearfield County not adopting the entire local match resolution and only approving it on a quarterly basis, Ken Wingo stated that for the sake of expediency, we would accept the local match from the Clearfield County Commissioners on a quarterly basis.

Chairman Wingo further pointed out that if Clearfield County does not approve the local match, they are jeopardizing transportation in their county. At the next regularly scheduled Board meeting on August 20, 2014, this issue will be discussed again.

At this time, Chairman Wingo stated that he would entertain a motion that we approve the local match resolution with the proviso, as our solicitor suggested, that this situation will be temporary, with progress expected by the next Board meeting.

Ken Wingo further stated that an addendum to this local match resolution will be done stating the Deputy Secretary of PennDOT has verbally agreed to Clearfield County providing local match on a quarterly basis for an indeterminate amount of time, and they would not withhold state funds from the Area Transportation Authority.

At this time, **Resolution #1-2014** and the addendum were put up for adoption. With no further discussion, a motion to approve **Resolution #1-2014** was made by Kristen Vida. Tony Viglione seconded the resolution, with all Board members in favor.

The following resolutions were then put up for adoption by the Board:

Resolution #2-2014: Resolution Adopting the FY 2014-2015 Budget as Recommended by the Budget Committee

WHEREAS, a Budget Committee meeting was conducted on April 17, 2014 for the purpose of reviewing the Fiscal Year 2014-2015 annual budget as proposed by the Chief Financial Officer of the ATA, and

WHEREAS, the Budget Committee has completed its review, discussed and made recommended adjustments to the budget presented and is recommending the adoption of the annual budget.

NOW THEREFORE, BE IT RESOLVED that the Area Transportation Authority of North Central Pennsylvania Board of Directors hereby adopts the Fiscal Year 2014-2015 operating budget in the amount of nine million two hundred thirteen thousand five hundred fifty four (\$9,213,554) dollars.

With no further discussion, a motion to approve **Resolution #2-2014** was made by Harry Whiteman. Rhett Kennedy seconded the resolution, with all Board members in favor.

Resolution #3-2014: Resolution to Provide Transportation Services to Monroe Township, Clarion County for FY 2014-2015

WHEREAS, Monroe Township, Clarion County is the recipient of federal, state, and local funds to operate a fixed route service and wishes to engage the Area Transportation Authority of North Central Pennsylvania to operate a fixed route service in and around the community of Clarion, Pennsylvania, through an intergovernmental agreement,

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the Area Transportation Authority of North Central Pennsylvania approves an extension of the intergovernmental agreement to continue providing fixed route service to Monroe Township for the period from July 1, 2014 through June 30, 2015.

With no further discussion, a motion to approve **Resolution #3-2014** was made by Tony Viglione. Kristen Vida seconded the resolution, with all Board members in favor.

Resolution #4-2014: Resolution Authorizing the Retention of Depository Institution for FY 2014-2015

BE IT RESOLVED, that Northwest Savings Bank be retained as the depository institution for the Area Transportation Authority of North Central Pennsylvania for Fiscal Year 2014-2015.

With no further discussion, a motion to approve **Resolution #4-2014** was made by Tony Viglione. John Todd seconded the resolution, with all Board members in favor.

Resolution #5-2014: Resolution Authorizing Filing of the FY 2013-2014 Consolidated Capital Grant Application and Certify Local Match Assurances

The Area Transportation Authority of North Central Pennsylvania Board of Directors resolve and certify that the requested state amount of \$39,653 of Section 1517 funds; and/or state amount of \$0.00 of Section 1514 state discretionary trust funds; and/or, \$163,575 of state Section 1514 Bond funds are requested for Fiscal Year 2014 to help pay for projected capital costs, excluding asset maintenance, and that these funds will only be used for this purpose since these funds are ineligible to be used for operating costs. Any of these funds not used this Fiscal Year will be used only for capital assistance in a subsequent year.

Further the Area Transportation Authority of North Central Pennsylvania Board of Directors resolve and certify that in Fiscal Year 2014 that local, or if applicable private, cash matching funds of no less than \$0.00 will be provided to match the requested amount of state Section 1514 discretionary trust funds; and/or, that local, or if applicable private, cash matching funds of no less than \$5,452 will be provided to match the requested amount of state Section 1514 bond funds. No local matching funds are required for the requested state Section 1517 funds.

With no further discussion, a motion to approve **Resolution #5-2014** was made by Harry Whiteman. Dick Stover seconded the motion, with all Board members in favor.

Resolution #6-2014: Resolution Approving Bid Award to MTB Transit Solutions and Capital Grant Application Budget Increase

WHEREAS, the ATA owns four 2005 Gillig Phantoms (Bus #s 750, 751, 752, and 753) in need of major body repair work in order to keep the vehicles in a state of good repair; and

WHEREAS, ATA applied for and was awarded a grant by the Pennsylvania Department of Transportation in the amount of one hundred seventy five thousand (\$175,000) dollars and subsequently published a notice of an RFP for a body reformation and repair project for four Gillig Phantoms; and

WHEREAS, eight interested parties obtained the RFP packets and a single proposal was received from MTB Transit Solutions of Milton, Ontario, for the price of up to one hundred eighty three thousand seven hundred thirty four (\$183,734) dollars; and that the

proposal was evaluated and determined to be responsive to the requirements and the price determined to be reasonable;

WHEREAS, the Facilities and Equipment Committee having reviewed the procurement, evaluation and agreed with the recommendation of staff to increase the budget by adding eight thousand seven hundred thirty four (\$8,734) dollars to the original budget of one hundred seventy five thousand (\$175,000) dollars of Section 1517 funds requiring no local match; and to make an award of up to one hundred eighty three thousand seven hundred thirty four (\$183,734) dollars to the MTB Transit Solution;

NOW THEREFORE, BE IT RESOLVED, by the authority of the Board of Directors of the Area Transportation Authority of North Central Pennsylvania, hereby authorizes the award of a contract to MTB Transit Solutions of up to one hundred eighty three thousand seven hundred thirty four (\$183,734) dollars, and hereby grants permission to apply for an increase in the budget for the project using Section 1517 funds of eight thousand seven hundred thirty four (\$8,734) dollars, requiring no local match.

With no further discussion, a motion to approve **Resolution #6-2014** was made by John Todd. Tony Viglione seconded the resolution, with all Board members in favor.

Resolution #7-2014: Resolution Authorizing the Purchase of Six (6) MATP Vehicles

WHEREAS, the ATA has reviewed the condition of its twenty-one (21) vehicle fleet for the MATP program and have recommended the replacement of six (6) Dodge Caravans (2003/2005 model years) due to poor condition and is recommending wheelchair accessible models as replacements; and

WHEREAS, the ATA has identified the availability of wheelchair accessible Dodge Caravans through a Pennsylvania Department of General Services contract through which the Authority is authorized to purchase, and shall use its own resources to finance the purchase of the dedicated vehicles, recouped through usage fees charged to the MATP program;

WHEREAS, the Facilities and Equipment Committee of the Board has reviewed the recommendations of the Authority staff and agrees with its recommendations;

NOW THEREFORE, BE IT RESOLVED, by the Authority of the Board of Directors of the Area Transportation Authority of North Central Pennsylvania that the staff may purchase up to six (6) Dodge Caravans under the DGS contract for a price of up to forty thousand three hundred fifty one (\$40,351) dollars per unit for a total purchase price of up to two hundred forty two thousand one hundred and six (\$242,106) dollars.

With no further discussion, a motion to approve **Resolution #7-2014** was made by Rhett Kennedy. Harry Whiteman seconded the resolution, with all Board members in favor.

Resolution #8-2014: Resolution Authorizing the Purchase of 30' Gillig Bus for Monroe Township

WHEREAS, the Monroe Township Board of Supervisors has requested that the Area Transportation Authority procure, own, insure, and operate vehicles on their behalf for the fixed route service for Monroe Township in Clarion County, and determined that a fourth vehicle was necessary to provide adequate back-up capacity in the event of an in-service breakdown; and

WHEREAS, the Area Transportation Authority obtained a federal earmark of three hundred seventeen thousand six hundred and fifty four (\$317,654) dollars; and state bond funds in the amount of seventy six thousand eight hundred fifty two (\$76,852) dollars to match the federal funds on behalf of Monroe Township for a fourth 30' vehicle to provide adequate back-up capacity for the service in the event of an in-service breakdown; and Monroe Township has provided a resolution providing the local match required for the purchase of the vehicle in the amount of two thousand five hundred sixty two (\$2,562) dollars; and

WHEREAS, the Area Transportation Authority of North Central Pennsylvania has options to purchase vehicles under the Red Rose Transit Authority contract with the Gillig Corporation; and

WHEREAS, the Facilities and Equipment Committee of the Board has reviewed the recommendations of the Authority staff and agrees with its recommendations;

NOW THEREFORE, BE IT RESOLVED, by the authority of the Board of Directors of the Area Transportation Authority of North Central Pennsylvania that the staff may purchase a 30' Gillig under the Red Rose Transit Authority Contract with the Gillig Corporation for up to three hundred ninety seven thousand and sixty eight (\$397,068) dollars.

With no further discussion, a motion to approve **Resolution #8-2014** was made by Tony Viglione. Kristen Vida seconded the resolution, with all Board members in favor.

Resolution #9-2014: Resolution Authorizing Filing a Capital Grant Application for FY 2014-2015

WHEREAS, the Authority staff presented and discussed capital projects to be including in the 2015-2018 regional Transit (Transportation Improvement Projects) TIP; and

WHEREAS, staff requested that it be permitted to apply for funds to address the first year of the four year TIP which includes a variety of projects including state of good repair projects for facilities, revenue and non-revenue equipment including technology upgrades, and capital asset maintenance; and

WHEREAS, PennDOT determines the sources of funding for capital projects which has varying local match requirements and therefore the amount of local match cannot be pre-determined;

WHEREAS, the Facilities and Equipment Committee having reviewed the four year TIP, in particular the first year projects, agrees that staff be permitted to apply for grants to fund the various capital projects identified in the first year of the TIP.

NOW THEREFORE, BE IT RESOLVED, by the authority of the Board of Directors of the Area Transportation Authority of North Central Pennsylvania, hereby authorizes the Authority staff to apply for grant funds for the projects identified in the first year of the four year regional Transit TIP, and shall provide to the Board the identified local match amount required for its approval before executing any subsequent grant agreement.

With no further discussion, a motion to approve **Resolution #9-2014** was made by Kristen Vida. Harry Whiteman seconded the resolution, with all Board members in favor.

The next item under New Business was the election of officers for FY 2014-2015. Dick Stover, Chairman of the Nominating Committee, recommended the nomination of the following slate of officers for FY 2014-2015.

Chairman:	Kenneth Wingo
Vice-Chairman:	Anthony Viglione
Treasurer:	Rhett Kennedy
Secretary	David Wolfe

These Board members have expressed a willingness to serve in their respective offices as Chairman, Vice Chairman, Treasurer, and Secretary. As Chairman of the Nominating Committee, Mr. Stover then opened nominations from the floor for the office of Chairman, Vice Chairman, Treasurer, and Secretary.

Kenneth Wingo, Chairman – Dick Stover asked if there are any nominations from the floor for Chairman. There being no other nominations from the floor for Chairman, a motion was made by Rhett Kennedy to close nominations. Bill Setree seconded the motion, with all Board members in favor.

Since there are no other nominations for Chairman, Dick Stover instructed the Secretary to cast a unanimous ballot for Kenneth Wingo, Chairman as nominated by the Nominating Committee.

Anthony Viglione, Vice Chairman – Dick Stover asked if there are any nominations from the floor for Vice Chairman. There being no other nominations from the floor for Vice Chairman, a motion was made by Dave Wolfe to close nominations. John Todd seconded the motion, with all Board members in favor.

Since there were no other nominations for Vice Chairman, Dick Stover instructed the Secretary to cast a unanimous ballot for Anthony Viglione, Vice Chairman as nominated by the Nominating Committee.

Rhett Kennedy, Treasurer - Dick Stover asked if there are any nominations from the floor for Treasurer. There being no other nominations from the floor for Treasurer, a motion was made by Joan McMillen to close nominations. Kristen Vida seconded the motion, with all Board members in favor.

Since there were no other nominations for Treasurer, Dick Stover instructed the Secretary to cast a unanimous ballot for Rhett Kennedy, Treasurer as nominated by the Nominating Committee.

David Wolfe, Secretary - Dick Stover asked if there are any nominations from the floor for Secretary. There being no other nominations from the floor for Secretary, a motion was made by Joan McMillen to close nominations. Kristen Vida seconded the motion, with all Board members in favor.

Since there were no other nominations for Secretary, Dick Stover instructed the Secretary to cast a unanimous ballot for David Wolfe, Secretary as nominated by the Nominating Committee.

This concluded the Election of Officers for FY 2014-2015.

The last item on the agenda was Chief Executive Officer's Report. Copies of the CEO's report, along with staff director reports, were given to the Board members for their information and review as part of the Board packet. Michael Imbrogno then gave a brief update and highlighted various projects/items that he and the staff have recently completed and/or are still working on.

A review of the Controller's Report was then given. This report is comprised of the following sections:

- Section A – Statement of Overall Operations (excluding Clarion services) for the period of March 31, 2013 through March 31, 2014.
- Section B – Financial Statistical Report for the publicly subsidized services and the shared ride primary, non-public (includes CMS), and Clarion services for the period of March 31, 2013 through March 31, 2014.
- Section C – Financial Statement for the period of July 1, 2013 through March 31, 2014.

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The open capital projects report was reviewed for the period through March 31, 2014.

At 1:22 p.m., with no further business a motion to adjourn the meeting was made by John Todd. Bill Setree seconded the motion, with all Board members in favor.