

County of Lebanon Transit Authority (LT)



BOARD MEETING

A regular meeting of the Lebanon Transit (LT) Board of Directors was held at 12:30 P.M., prevailing time on Wednesday, April 30, 2025, at 200 Willow Street, Lebanon, PA 17046.

Call to Order and Roll Call

Board Members Present:

Jason Kratzer, John Fitzkee, Ed Anspach, Brenda Phillips, David Warner, and Patrick Kerwin.

Board Members Absent:

Franklin Shearer, Allen Freed, and Lowell Brogan.

Staff Members Present:

Angie Lucioti, Teri Giurintano, Michael Curry, Jessica Menzel, Bill McNeal, Scott Bowman, Michael Ritter, and Solicitor Jill Nagy.

Pledge to the Flag

Patrick Kerwin took the honors in leading the Pledge of Allegiance.

Action on Minutes

On a motion by Brenda Phillips, seconded by Patrick Kerwin, the Board approved the minutes from February 26, 2025.

Lebanon County Commissioner Michael Kuhn's Report

Commissioner Kuhn reported on several community updates. He and Commissioner Phillips attended a volunteer appreciation event at the Area Agency on Aging, where Commissioner Phillips highlighted the importance of volunteers. Commissioner Kuhn also noted the success of the recent United Way Day of Caring, which saw record participation of 600 people, double the usual number. Other youth organizations like the Boy Scouts, 4-H, and FFA are also experiencing increased involvement.

Looking ahead, preparations are underway for the 2026 semi-quincentennial celebration. A committee is exploring ideas, including possibly holding the fireworks at the Expo Center instead of Coleman Park and coordinating transportation with Lebanon Transit.

Additionally, a collaborative project is underway to create a large mosaic American flag (15 feet by 8 feet) that will be housed at the Expo Center and displayed throughout the county. Multiple agencies are working together to secure funding for the project.

Treasurer's Report

On a motion by Patrick Kerwin, seconded by Brenda Phillips, the Board approved the Treasurer's report and agreed to pay the bills until the next meeting.

Patrick Kerwin reported the Finance Committee met on April 15, 2025, which lasted two hours and included extensive discussions on the Operating Budget for FY 2025-2026. The Fixed Route Budget is \$4,165,893.00, and the Shared Ride Budget is \$2,133,105.00, resulting in a combined total budget of \$6,298,998.00.

On a motion by Patrick Kerwin, seconded by David Warner, the Board approved the FY 2025-2026 Operating Budget.

Patrick Kerwin also mentioned that the finance committee was impressed by the overall preparation and detail of the budget. They were all very impressed with Jessica's first time preparing the budget.

Department Managers' Reports

Finance Supervisor- Jessica Menzel

On the motion by Jason Krantzer, seconded by Brenda Philips, the Board approved a Resolution Certifying Local Match from the County of Lebanon in the amount of \$158,135.00 for FY 2025-2026. The County's Resolution has been received.

Fixed Route ridership for March 2025 was 16,344, representing a 5.93% year-to-date decrease compared to last year.

Shared Ride ridership for March 2025 was 3,336, representing a 1% year-to-date decrease compared to last year.

Fixed Route expenses and income for March 2025 were \$339,555.00 and \$25,427.00, respectively.

Shared Ride expenses and income for March 2025 were \$171,471.00 and \$70,405.00, respectively.

Mike Ritter, Marketing and Outreach Coordinator

Michael had no additional comments to add to his report, but he welcomed any questions.

Human Resources Manager

Nothing to add to the report.

Bill McNeal, Maintenance and Procurement Supervisor

Bill had no additional comments to add to his report, but he welcomed any questions.

Michael Curry, Operations Manager

Michael provided several transportation updates. He has been working closely with the Community Action Partnership (CAP) to increase the number of Shared Ride trips by helping them better understand the rules of the Medical Assistance Transportation Program (MATP). This has led to a 56% increase in trips from CAP compared to last year. Capturing more of CAP's trips helps keep part-time operators busy and supports long-term staffing stability.

All Fixed Route Operator positions are now filled, marking the first time both divisions have been fully staffed since the COVID-19 pandemic.

Efforts are ongoing to expand services to eastern Lebanon County. Community surveys highlighted Dutch Way Market in Myerstown as a key destination, and Michael has begun coordinating with the store to establish it as a potential stop.

Plans are also underway to introduce county-wide trips on Saturdays, expanding travel options beyond just medical or workshop needs and boosting monthly trip numbers.

Work continues with the Find My Ride program and PennDOT to allow customers to book trips online. The system is expected to be launched by late June.

Scott Bowman, Safety and Training Manager

Scott had no additional comments to add to his report, but he welcomed any questions.

Teri Giurintano, Director of Special Projects

Teri shared a positive update on a recent meeting with the County Commissioners regarding the local funding needed for Lebanon Transit's new building project. Attended by key stakeholders, including Franklin Shearer, Ed Anspach, and Jason Kratzer, the meeting was seen as productive and well-presented, with praise for Toby's role. Commissioner Kuhn emphasized the critical role Lebanon Transit plays in the community, citing a WSP survey showing that 70% of riders rely on it as their only transportation option. He also noted efforts to seek additional federal funding through Senator McCormick's office to reduce the county's financial burden.

Teri highlighted the upcoming Fort Indiantown Gap landscaping project, starting May 5, 2025. The project aims to enhance safety and aesthetics by removing overgrown vegetation, improving visibility, and renovating shelters and benches at the park-and-ride facility.

Angela Luciotti, Executive Director

On a motion by Brenda Philips, seconded by Patrick Kerwin, the Board ratified the Board Meeting Dates. Angie polled the Board back in March to approve the Board Meeting Dates for calendar year 2025.

On a motion by Brenda Phillips, seconded by David Warner, the Board approved Resolution 2025-06-4 which allows Angie Luciotti, Executive Director, to enter into a contract for Auditing Services.

Ann Marie Preston, our Human Resources Manager, has resigned to pursue a position with the U.S. Department of Veterans Affairs (VA). After conducting several interviews, we have decided to move forward with Heather Reheard who was the runner-up during the original hiring process for Ann Marie's position.

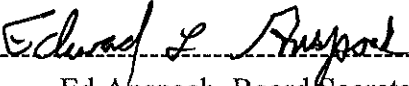
Jill Nagy, Solicitor

No additional comments.

Adjournment:

On the motion by Ed Anspach, seconded by Brenda Phillips, the meeting was adjourned at 1:05 P.M., prevailing time.

The next Board Meeting will be May 28, 2025.



Ed Anspach, Board Secretary
Brenda Phillips, Assistant Secretary

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