



BOARD MEETING

A regular meeting of the Lebanon Transit (LT) Board of Directors was held at 12:30 P.M., prevailing time on Wednesday, August 28, 2024, at 200 Willow Street, Lebanon, PA 17046.

Call to Order and Roll Call

Board Members Present:

Allen Freed, Franklin Shearer, Pat Kerwin, David Warner, and Jason Kratzer.

Board Members Absent: Ed Anspach, Lowell Brogan, Jon Fitzkee, and Brenda Phillips.

Staff

Teri Giurintano, Angela Lucioti, Bill McNeal, Cindy Binner, Mike Ritter, Mike Curry, Scott Bowman, Jessica Menzel, and Solicitor Jill Nagy.

Pledge to the Flag

The pledge to the flag was led by Jason Kratzer.

Action on Minutes

On a motion by Jason Kratzer, seconded by Pat Kerwin, the Board approved the June 26, 2024, Board Minutes.

Treasurer's Report

On a motion by Pat Kerwin, seconded by David Warner, the Board approved the Treasurer's Report and paying the bills until the next meeting is held.

Department Managers' Reports

Chief Finance Officer/Deputy Director- Angela Lucioti and Finance Supervisor- Jessica Menzel

The State Consolidated Operating Grant was approved and awarded on August 26, 2024.

Fixed Route ridership in July was 18,763 a YTD increase of 2.17% and Shared Ride ridership was 3,183 a YTD increase of 7.85%.

Fixed Route income and expenses were \$307,725 with revenue of \$31,624.

Shared Ride income and expenses were \$155,221 with revenue of \$69,688.
The Finance Committee will meet with the Auditors on October 10th.

Mike Ritter, Marketing and Outreach Coordinator

Mike discussed Shared Ride promotions in print media, 55+ life and Facebook ads.

LT partnered with Lebanon Valley College (LVC), did a photo and video shoot with their mascot, Leroy Dutchman to promote Student Fare cards.

Mike asked the Boards advice because he was approached by 7 Mountains Media about adding vehicle dashboard ads onto our existing contract. Essentially, a synced text ad will appear on the dashboard display whenever one of our audio ads airs. Mike was not convinced, but open to guidance. \$100 per month. After a discussion, we decided to pass for now.

Cindy Binner, Human Resources Manager

The Employee Appreciation-Safety Award Picnic will be held on Sunday, September 15, 2024, at Coleman's Park Pavilion #3. Pudgery's BBQ Pit will provide the food. Please let Cindy know if you will be able to attend by 9.9.2024.

Bill McNeal, Maintenance and Procurement Supervisor

Bill reported three (3) new vans will be here in December with the new Q 1 restraints.

Three (3) new buses will be in production at the beginning of November and should be on site by the end of November, the beginning of December.

Michael Curry, Operations Manager

Michael reported the employee cookout went well. The ice cream and milkshakes from Way-Har Farms were a big hit with employees.

Scott Bowman, Safety and Training Manager

Teri Giurintano, Executive Director

On a motion by Jason Kratzer, seconded by Pat Kerwin, the Board approved to amend the agenda to include the ratification of the Collective Bargaining Agreement (CBA).

On a motion by Pat Kerwin, seconded by David Warner, the Board ratified approval of the Collective Bargaining Agreement (CBA) which is now noted in the minutes.

Franklin Shearer initiated a Hersheypark Single Cadence clap for the staff for having persevered through Union negotiations.

On a motion by David Warner, seconded by Pat Kerwin, the Board approved the Lebanon Transit Safety Plan with updated language.

On a motion by Jason Kratzer, seconded by Pat Kerwin, the Board approved the Agreement between the Area Agency on Aging and Lebanon Transit for FY 24-25 in the amount of \$8527.

On a motion by Pat Kerwin, seconded by David Warner, the Board approved the Agreement between Lebanon Transit and the Medical Assistance Transportation Program (MATP).

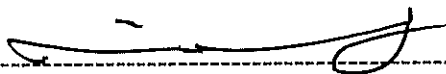
On a motion by Pat Kerwin, seconded by Jason Kratzer, the Board approved Resolution 2024-8 approving Cindy Binner to continue as the Open Records Officer and to designate Angela Luciotti as the Alternate Open Records Officer, replacing Teri Giurintano.

On a motion by Pat Kerwin, seconded by Jason Kratzer, the Board approved Resolution 2024-9 to permit Lebanon Transit to shred/destroy old records and documents in accordance with the Municipal Authorities Act.

On a motion by Jason Kratzer, seconded by Pat Kerwin, the Board approved Resolution 2024-10 to apply for the PA Department of Community and Economic Development Local Share Account Statewide Grant. "The PA Race Horse Development and Gaming Act (Act 2004-71), as amended, provides for the distribution of gaming revenues through the Commonwealth Financing Authority (CFA) to support projects in the public interest within the Commonwealth of Pennsylvania". Angie and Teri will be the designees to sign for and will be requesting \$600,000.00 from this Grant. The funds will be used for local share for Lebanon Transit's new facility.

Adjournment:

The meeting was adjourned at 1:20 P.M. The September meeting was canceled.



~~Ed Anspach, Board Secretary~~
~~Brenda Phillips, Assistant Secretary~~
Jason Kratzer - vice-chair