

AMTRAN

The regular monthly meeting of the AMTRAN Board of Directors was held on Wednesday December 14, 2016, at 8:00 a.m., at the TrolleyWorks Conference Room, 3316 Fifth Avenue, Altoona, Pa.

Chairman Scott Cessna called the meeting to order at 8:00 a.m.

At Scott's request, a roll call was taken.

Board members present: Dick Moran, Bob Reifsteck, Scott Cessna Denny Stewart, Bruce Kelly and Tony Roscia,.

Board members absent: Mike Robinson

Others present: Eric Wolf, Attorney Moran (Andrews & Beard), Ray Kennedy, Mandy Murphy, Bill Kibler (Altoona Mirror), Brent Cartwright (EADS Group) and Sue Mckelvey.

Public Comment Period: There were no public comments to record.

Approval of Minutes:

Scott Cessna requested a motion to approve the minutes for November 2016. This motion was made by Denny Stewart and seconded by Tony Roscia. The motion passed unanimously.

Treasurer's Report:

Mandy reported on the December financial statement for the board meeting.

Total disbursements from November 17, 2016 through December 14, 2016 were \$1,344,262.26.

Total budgeted operating and Paratransit expenses year to date through November 30, 2016 were \$2,285,020.83.

Actual operating and Paratransit expenses year-to-date through November 30, 2016 were \$1,868,144.80.

Year to date we are \$416,876.03 under budget.

Insurance is paid through December 2016.

Pension will be paid with the December 22nd payroll.

Operating payables are current through December 14, 2016.

Federal Electronic Transfer – Employer Taxes and Federal Withholding

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|----------------------------------|------------------------------|
| Nov. 23, 2016 (Federal) | 25,394.53 |
| Nov. 23, 2016 (State) | 2,740.53 |
| Nov. 23, 2016 (Payroll Transfer) | 55,920.86 |
| Nov. 30, 2016 (TPA) | 2,928.00 |
| Dec. 1, 2016 (Federal) | 5,745.34 |
| Dec. 1, 2016 (State) | 764.66 |
| Dec. 1, 2016 (457) | 526.17 |
| Dec. 1, 2016 (Payroll Transfer) | 19,984.11 |
| Dec. 8, 2016 (Federal) | 47,663.78 |
| Dec. 8, 2016 (State) | 4,261.37 |
| Dec. 8, 2016 (Payroll Transfer) | 88,747.48 |
| Add Check Register Total | <u>\$1,089,585.43</u> |
| Total Expenses | <u>\$1,344,262.26</u> |

Scott asked if there were any questions and requested a motion to adopt the treasurers' report. The motion was made by Tony Roscia and seconded by Denny Stewart. It passed unanimously.

Mandy then requested a motion to approve the bills paid since the previous board meeting. Bruce Kelly made the motion to approve the bills paid with Denny Stewart making the second, it then passed unanimously.

General Managers Report

Eric began by informing the board AMTRAN had two retirements. Karen McKinney and Joe Harella who is a 40 year employee and to replace these two drivers Ed Hasley and Don Shaffer have been hired.

Nominating Committee

Chairman Scott Cessna will appointed Mike Robinson, Denny Stewart and Tony Roscia to put together a roster of board officers to be voted on at the January 18 board meeting.

Bob Reifsteck is up for reappointment by the City of Altoona. No reappointments by Logan Township this year.

Board Meeting Schedule

Eric went over the enclosed a proposed schedule for AMTRAN Board of Directors meetings for calendar 2017. It appears that AMTRAN will be able to stick the usual 3rd Wednesday of the month without any conflicts next year.

Bruce Kelly made the motion to approve the board meeting schedule with Dick Moran making the second it then passed unanimously.

Once the board approves the 2017 schedule, Sue will publish it in the *Altoona Mirror*.

Downtown Transit Center-rehab project

Brent Cartwright from The EADS Group will be in attendance to walk the board through the scope and timeframe for the rehabilitation of the downtown Transit Center.

Mandy will outline the various funding sources dedicated to this project. The total funds available as of November 30, 2016 are \$261,143.01. There are currently \$16,555 in Federal Funds budgeted for this project, but there are two on-going projects using this grant. If there are any funds left over from those projects the funds will be added to the Transit Center Project. She said this old grant must be used first.

AMTRAN has \$40,000 of state funding and the state also approved \$180,634 with this funding requiring a local match.

Eric stated this project is fully funded and AMTRAN will not have to dip into the reserves.

For the most competitive pricing, Brent recommends bidding this job in January with board approval at the February 15 board meeting.

There was a short question and answer session on this item. Staff will investigate the possibility of replacing the Transit Center lighting with LED's.

Compressed Natural Gas Project Update

AMTRAN continues to move forward on the purchase of six new CNG-powered buses and on the CNG fueling station and alterations to the garage.

The PennDot and FTA grants have been approved and the PO has been submitted to Gillig for new CNG buses that should arrive June 2018.

Mandy went over the budget for this project; she stated the total project budget is \$2,996,000. AMTRAN is using Federal funds from a Bus & Bus Facilities grant of \$864,000. The bulk of the funds are being provided by the State. The State is contributing discretionary funds of \$1, 916, 00 and in total the state is contributing \$2,125,034.

Eric then informed the board that he requested the completion of the CNG filling station be completed May 2018. The four partners in this project agreed to this and this has now been finalized and in place.

There was a short question and answer session on this subject.

The board adjourned with no further business.

Respectfully submitted by
Susan C. McKelvey, Administrative Assistant