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AMTRAN

The regular monthly meeting of the AMTRAN Board of Directors was held on Wednesday December 18, 2019, 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: Scott Cessna, Bruce Kelly, Tony Roscia and Denny Stewart.

Board members absent: Bob Reifsteck, Mike Robinson and Dick Moran

Others present: Eric Wolf, Attorney Liz Benjamin (Beard Legal Group), Mandy Murphy, Wendy Dillon, Gary Williams, Josh Baker, Ray Kennedy, Bill Kibler (Altoona Mirror), Mark Zettlemoyer (RK)), and Brent Cartwright (EADS).

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

Approval of Minutes:

Scott Cessna requested a motion to approve the minutes for October 2019. This motion was made by Tony Roscia and seconded by Denny Stewart. The motion passed unanimously.

Treasurer's Report:

Financial Statement for December 18, 2019 Board Meeting

Total disbursements from September 19, 2019 through December 18, 2019 were $1,717,685.86

Total budgeted operating and paratransit expenses year to date through November 30, 2019 were $2,281,097.92.

Actual operating and paratransit expenses year to date through November 30, 2019 were $2,034,432.06.

Year to date we are $246,665.86 under budget.

Insurance is paid through December 19th, 2019
Pension will be paid with the December 19th payroll.
Operating payables are current through December 18, 2019.

Federal Electronic Transfer – Employer Taxes and Federal Withholding

Sept 26, 2019	(Federal)	26,966.76
Sept 26, 2019	(State)	3,184.00
Sept 26, 2019	(Payroll Transfer)	68,530.70
Sept 26, 2019	(457 Transfer)	939.12
Sept 26, 2019	(HSATransfer)	841.66
Sept 30, 2019	(TPA Transfer)	3,169.00
Sept 30, 2019	(Quarterly Locals)	11,530.01
Sept 30, 2019	(PA Unemploy)	4,015.94
Oct 10, 2019	(Federal)	28,133.49
Oct 10, 2019	(State)	3,268.82
Oct 10, 2019	(457 Transfer)	939.12
Oct 10, 2019	(Payroll Transfer)	70,365.77
Oct 10, 2019	(HSA Contribution)	799.99
Oct 24, 2019	(Federal)	28,215.03
Oct 24, 2019	(State)	3,269.06
Oct 24, 2019	(457 Transfer)	939.12
Oct 24, 2019	(Payroll Transfer)	72,711.74
Oct 24, 2019	(HAS Contribution)	799.99

Nov 7, 2019	(Federal)	27,343.35
Nov 7, 2019	(State)	3,152.65
Nov 7, 2019	(457 Transfer)	939.12
Nov 7, 2019	(Payroll Transfer)	67,949.97
Nov 7, 2019	(HAS Contribution)	799.99
Nov 21, 2019	(Federal)	24,956.82
Nov 21, 2019	(State)	2,912.51
Nov 21, 2019	(457 Transfer)	1,366.91
Nov 21, 2019	(Payroll Transfer)	62,258.02
Nov 21, 2019	(HAS Contribution)	799.99
Nov 28, 2019	(Federal)	4,438.86
Nov 28, 2019	(State)	649.32
Nov 28, 2019	(Payroll Transfer)	17,353.05
Dec 5, 2019	(Federal)	37,556.62
Dec 5, 2019	(State)	3,929.14
Dec 5, 2019	(457 Transfer)	1,386.73
Dec 5, 2019	(Payroll Transfer)	83,095.62
Dec 5, 2019	(HAS Contribution)	799.99
Add Check Register Total		1,047,377.88
Total Expenses		**1,717,685.86**

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

Annual audit-2018-19

Eric had Mark Zettlemoyer from RKL review the annual audit for the fiscal year ending June 30, 2019. Once complete, a motion was made by Denny Stewart and seconded by Tony Roscia. It passed unanimously.

Bus replacements-2021

Eric stated, as discussed at the September board meeting, we have state and federal funding available for seven replacement buses in the spring of 2021. Both federal and state grant applications have been submitted and should have approval in the next 30-60 days.

Scott Cessna requested a motion to approve the purchase of the new busses. The motion was made by Denny Stewart and seconded by Tony Roscia. It passed unanimously.

Board Meeting schedule for 2020

Eric enclosed a draft schedule for AMTRAN's 2020 Board of Directors Meetings. He stated that there are 10 board meetings not 12, due to having trouble getting a quorum in July, we typically skip the July meeting. October and November meetings will be combined on October 28 to review and approve the audit.

Scott Cessna requested a motion for approval of the 2020 board meeting schedule. The motion was made by Tony Roscia and seconded by Denny Stewart. It passed unanimously.

Customer Survey

Eric had Josh share the results from our latest customer survey. Customer satisfaction ratings are very high.

Nominating Committee

Chairman Scott Cessna stated he will appoint a committee to propose a roster of board officers to be voted on at the January 15 board meeting.

Eric stated Bruce Kelley is up for reappointment to the Amtran board by the City of Altoona. No reappointments by Logan Township this year.

Capital Projects Update

Eric had Brent Cartwright (EADS) give an update on projects that have been finished and new projects.

Roof assessment was discussed.

Logan Valley Mall Transit Center project is complete.

Bus shelter at Penn State Altoona just needs some paint touch ups.

Admin building HVAC and lighting will be bid in January.

Storage building:
Met with Penn DOT for approvals. Out for bid in January to be awarded in February with a late March start of construction. Construction time 5 to 6 months with everything being wrapped up 11 months from now.

Respectfully submitted by
Wendy J Dillon, Administrative Assistant