



3301 Fifth Avenue • Altoona, PA 16602-1801 • Phone 814-944-4074

AMTRAN

The regular monthly meeting of the AMTRAN Board of Directors was held on Wednesday February 19, 2020 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, Dick Moran, Denny Stewart, Tony Roscia and Bruce Kelly.

Board members absent: Bob Reifsteck, Jr. and Mike Robinson.

Others present: Eric Wolf, Attorney Benjamin (Beard Legal Group), Josh Baker, Mandy Murphy, Wendy Dillon, Ray Kennedy, Bill Kibler, (Altoona Mirror), and Brent Cartwright (The EADS Group)

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

Approval of Minutes:

Scott Cessna requested a motion to approve the minutes for January 2020. This motion was made by Denny Stewart and seconded by Tony Roscia. The motion passed unanimously.

Treasurer's Report:

Financial Statement for February 19, 2020 Board Meeting.

Total disbursements from January 16, 2020 to February 19, 2020 were \$461,770.68.

Total budgeted operating and paratransit expenses year to date through January 31, 2020 were \$3,193,537.08.

Actual operating and paratransit expenses year to date through January 31, 2020 were \$2,789,714.11.

Year to date we are \$403,822.97 under budget.

Insurance is paid through February 2020.

Pension will be paid with the February 27th payroll.

Operating payables are current through February 19, 2020.

Federal Electronic Transfer – Employer Taxes and Federal Withholding

Jan 16, 2020	(Federal)	24,973.10
Jan 16, 2020	(State)	2,931.66
Jan 16, 2020	(457 Transfer)	1,424.83
Jan 16, 2020	(Payroll Transfer)	61,063.48
Jan 16, 2020	(HAS Contribution)	380.45
Jan 30, 2020	(UPMC Invoice)	40,572.90
Jan 30, 2020	(Federal)	25,148.87
Jan 30, 2020	(State)	2,919.52
Jan 30, 2020	(457 Transfer)	1,462.28
Jan 30, 2020	(Payroll Transfer)	63,140.96
Feb 13, 2020	(Federal)	26,233.36
Feb 13, 2020	(State)	3,052.30
Feb 13, 2020	(457 Transfer)	1,845.37
Feb 13, 2020	(Payroll Transfer)	63,677.61
Feb 13, 2020	(HAS Contribution)	380.45

Add Check
Register Total 142,563.54

Total Expenses 461,770.68

Scott Cessna 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 Dick Moran. It passed unanimously.

Nominating Committee

Scott Cessna requested a motion to retain the same officers on the board. The motion was made by Denny Stewart and seconded by Tony Roscia. It passed unanimously.

Auxiliary Garage Bids

Eric stated that construction bids went out for the building of the Auxiliary Garage. Eric had Brent Cartwright from the EADS group go over the bid results.

- Contract #1-General Construction:
We received six bids, with Lawruk Builders, Inc. coming in with the low bid of \$914,800.00.
- Contract #2-HVAC and Plumbing Construction:
We received two bids with K & K Plumbing Co., Inc coming in with the low bid of \$49,392.00.
- Contract #3-Electrical Construction:
We received one bid from Westmoreland Electric Services, LLC for \$114,000.00.

An Alternate Bid item to brick face the entire building on all four sides in the amount of \$42,550 (Lawruk) was discussed. The consensus was to include this item in the project.

Another Alternate Bid item was to replace the sidewalk along 6th Avenue for about \$100,000. The consensus was to delete this item from the project.

The Architect's Cost Estimate for the project was \$1,109,462. The total bid price from low-bidder Lawruk is \$1,094,192 plus the add alternate of \$42,550.

Denny Stewart requested a motion to award the contracts to the low bidders as outlined above. The motion was seconded by Dick Moran and passed unanimously.

Construction should start March or April with completion in September-October.

Brent continued with the quotes for the Admin Building's HVAC upgrade project along with the lighting upgrade project. The low quote received was from Klesius and Sheedy for \$32,803 for the HVAC and MH Electric Services quote for \$7,830 for the lighting. These two projects are being funded from left over grant monies.

Tony Roscia made a motion to award the project to the low bidders named above. The motion was seconded by Bruce Kelley. The motion passed unanimously.

2020 Goals

For the past 21 years, Amtran staff have submitted to the board an annual list of goals for the coming year. Board members received electronic copies of the 2020 Goals via email.

Eric reviewed the process and respectively requested the boards approval of the 2020 goals. The motion was made by Denny Stewart and seconded by Dick Moran. The motion passed unanimously.

Capital Projects

Brent Cartwright from EADS stated the next thing is the Annual Capital Assessment.

With nothing further, the Board adjourned.

Respectfully submitted by,
Wendy J Dillon, Administrative Assistant