

## AMTRAN

The regular monthly meeting of the AMTRAN Board of Directors was held on Wednesday July 20, 2016, at 8:00 a.m., at the TrolleyWorks Conference Room, 3316 Fifth Avenue, Altoona, Pa.

Vice-Chairman Dick Moran called the meeting to order at 8:00 a.m.

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

**Board members present:** Dick Moran, Bob Reifsteck, Denny Stewart, and Tony Roscia.

**Board members absent:** Scott Cessna, Bruce Kelly and Mike Robinson

**Others present:** Eric Wolf, Attorney Andrews (Andrews & Beard), Gary Williams, Josh Baker, Ray Kennedy, Mandy Murphy, Bill Kibler (Altoona Mirror) and Sue Mckelvey.

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

### **Approval of Minutes:**

Dick Moran requested a motion to approve the minutes for June 2016. This motion was made by Denny Stewart and seconded by Bob Reifsteck. The motion passed unanimously.

### **Treasurer's Report:**

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

Total disbursements from June 16, 2016 through July 20, 2016 were \$391,112.55.

Total budgeted operating and Paratransit expenses year to date through June 30, 2016 were \$5,259,945.10.

Actual operating and Paratransit expenses year-to-date through June 30, 2016 were \$4,526,291.37.

Year to date we are \$733,653.73 under budget.

Insurance is paid through July 2016.  
Pension will be paid with the July 21st payroll.  
Operating payables are current through July 20, 2016.

Federal Electronic Transfer – Employer Taxes and Federal Withholding

June 23, 2016 (Federal)	35,703.59
June 23, 2016 (State)	3,344.82
June 23, 2016 (457 Transfer)	932.31
June 23, 2016 (Payroll Transfer)	64,406.45
June 30, 2016 (TPA Transfer)	3,499.00
July 7, 2016 (Federal)	23,961.94
July 7, 2016 (State)	2,627.65
July 7, 2016 (457 Transfer)	932.31
July 7, 2016 (Payroll Transfer)	50,714.06
Add Check Register Total	<u>\$204,990.42</u>
Total Expenses	<u><b>\$391,112.55</b></u>

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

Mandy then requested a motion to approve the bills paid since the previous board meeting. Bob Reifsteck made the motion to approve the bills paid with Tony Roscia making the second, it then passed unanimously.

### **General Managers Report**

Eric began by informing the board AMTRAN is having a number of employees retiring in 2016, and is in the process of training four new hires as bus drivers. With our rigorous hiring process, AMTRAN feels good about the new employees. The new employees are Alan Baker, Bill Bonin, Jodi Butler and Joe Hughes.

There will be a hold on the parking lot maintenance due to the possible CNG project.

A trade agreement between Forever Broadcasting and AMTRAN is still in process.

### **Contract with Altoona Area School District**

Eric and Kathy Hazenstab, AASD Assistant Superintendent, negotiated a 2% increase in the contract between AMTRAN and AASD for 2016-17 for the same number of buses as last year (8). This transaction is now in a written contract that a copy was given to the board. The AASD Board of Directors has approved the contract.

Eric respectfully requested board approval.

Denny Stewart made the motion to approve the contract with the 2% raise with Tony Roscia making the second, it then passed unanimously.

### **Legal Services**

Solicitor David P. Andrews informed the board he is leaving Andrews & Beard for an opportunity at Mount Aloysius College. Dave thanked everyone and asked the board to make a motion to keep the legal services of the now Beard Legal Group.

Denny Stewart made the motion to retain Beard Legal Group services for a period of one year with Bob Reifsteck making the second, it then passed unanimously.

### **Update on Performance Standards & PennDot Quarterly Report**

AMTRAN staff presented the performance standard results and the PennDOT quarterly report for the period ending June 30, 2016. (The PennDOT report was sent via email in advance of the meeting.)

### **CNG Update**

Pennsylvania transit providers continue to make progress on the agreement between PennDOT and the participating authorities. There is a statewide conference call scheduled for July 21 for an update.

No news from PennDOT on the possibility of funding up to six new CNG buses.

It was reiterated that AMTRAN has not signed anything that commits us to this project. There are lots of questions that need to be answered before the Board of Directors votes yes or no.

The board adjourned with no further business.

Respectfully submitted by  
Susan C. McKelvey, Administrative Assistant