

AMTRAN

The regular monthly meeting of the AMTRAN Board of Directors was held on Wednesday June 21, 2017, 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, Denny Stewart, Bruce Kelly, Mike Robinson, Scott Cessna and Mike Robinson.

Board members absent: Anthony Roscia

Others present: Eric Wolf, Attorney Benjamin (Beard Legal Group), Gary Williams, Ray Kennedy, Mandy Murphy, Bill Kibler (Altoona Mirror), Brent Cartwright (EADS Group) and Nicole McCloskey.

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

Approval of Minutes:

Scott Cessna requested a motion to approve the minutes for May 2017. This motion was made by Bruce Kelly and seconded by Denny Stewart. The motion passed unanimously.

Treasurer's Report:

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

Total disbursements from May 18, 2017 through June 21, 2017 were \$528,284.28.

Total budgeted operating and Paratransit expenses year to date through May 31, 2017 were \$5,027,045.83.

Actual operating and Paratransit expenses year-to-date through May 31, 2017 were \$4,247,537.07.

Year to date we are \$779,508.76 under budget.

Insurance is paid through June 2017.
Pension will be paid with the June 22nd payroll.
Operating payables are current through June 21, 2017.

Federal Electronic Transfer – Employer Taxes and Federal Withholding

May 25, 2017 (Federal)	25,218.30
May 25, 2017 (State)	2,695.05
May 25, 2017 (457 Transfer)	692.30
May 25, 2017 (Payroll Transfer)	55,572.84
May 31, 2017 (TPA Transfer)	4,692.90
June 8, 2017 (Federal)	25,699.64
June 8, 2017 (State)	2,742.64
June 8, 2017 (457 Transfer)	692.30
June 8, 2017 (Payroll Transfer)	55,934.05
Add Check Register Total	<u>\$354,344.23</u>
Total Expenses	<u>\$528,284.28</u>

Scott 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 Bob Reifsteck. It passed unanimously.

Scott 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 Denny Stewart making the second, it then passed unanimously.

General Managers Report

Eric began by updating the board on new hires. To date there are no new hires, however we are looking at a new hire for maintenance but has not yet been finalized.

Bus procurement is continuing to move forward. There will be 6 new buses coming about 1 year from now. We are experimenting with some options on our buses currently to make a decision on what options to have on the new buses.

Admin Payroll Increase

Our standard practice at Amtran had been for admin increases to mirror union increases. For the year beginning July 1, 2017, that would be a 3.6% increase. This is partially offset by a 9.2% increase in pension contribution from employees. Both increases are reflected in the approved 2017-18 budget.

Eric respectfully recommended that the board approve the Admin payroll increase.

Denny Steward made the motion to approve the payroll increase with Bob Reifsteck making the second. It passed unanimously.

Capital projects update

Brent Cartwright from the EADS Group was in attendance to provide an update on capital projects. He noted that removal has started at the 10th Ave. Transfer station. Work is expected to be completed by mid-August.

Remodeling work on the 5th Ave. garage is expected to start the week of June 26th. It is all outside work so there should not be any disruptions to the garage.

Restoration work on the bus garage, TrolleyWorks, and administration building is in the planning stage.

We are looking at an energy rebate program for LED lighting at the Transit Center. Since the bid was on the low side for the Transit Center, we will be moving forward with this program.

We are also looking at an Energy Efficiency program for insulation and lighting for the Administration building.

Due to set-backs with the CNG project, local contractors will be doing a walk through for bids on June 28, 2017.

Eric noted that we were looking at having the parking lot sealed and coated this spring however, that has been put on hold due to the CNG project. We are looking to get bids to both seal and coat but have the work completed in 2 phases. We will have the cracks sealed this fall and the coat and stripes done in the spring. Eric also noted we will be losing some parking spaces due to the fueling station but additional spaces will be added along Crescent Ave by the fence.

The board adjourned with no further business.

Respectfully submitted by
Nicole McCloskey, Administrative Assistant