

## AMTRAN

The regular monthly meeting of the AMTRAN Board of Directors was held on Wednesday March 15, 2017, at 8:30 a.m., at the TrolleyWorks Conference Room, 3316 Fifth Avenue, Altoona, Pa. From 8am to 8:25 there was a public meeting on the Hollidaysburg re-design.

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, Bruce Kelly and Scott Cessna.

**Board members absent:** Denny Stewart, Mike Robinson and Tony Roscia

**Others present:** Eric Wolf, Attorney Liz Benjamin (Beard Legal Group), Gary Williams, Ray Kennedy, Mandy Murphy, Don Gallice, Bill Kibler (Altoona Mirror) 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 February 2017. This motion was made by Bruce Kelly and seconded by Bob Reifsteck. The motion passed unanimously.

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

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

Total disbursements from February 16, 2017 through March 15, 2017 were \$334,805.39.

Total budgeted operating and Paratransit expenses year to date through February 28, 2017 were \$3,656,033.33.

Actual operating and Paratransit expenses year-to-date through February 28, 2017 were \$3,140,345.94.

Year to date we are \$515,687.39 under budget.

Insurance is paid through March 2017.  
Pension will be paid with the March 16<sup>th</sup> payroll.  
Operating payables are current through March 15, 2017.

Federal Electronic Transfer – Employer Taxes and Federal Withholding

Feb. 16, 2017 (Federal)	26,052.99
Feb. 27, 2017 (State)	2,797.97
Feb. 16, 2017 (457 Transfer)	692.32
Feb. 16, 2017 (Payroll Transfer)	56,241.82
Feb. 28 2017 (TPA Transfer)	1,370.00
Mar. 2, 2017 (Federal)	25,322.35
Mar. 2, 2017 (State)	2,710.62
Mar. 2, 2017 (457 Transfer)	692.32
Mar. 2, 2017 (Payroll Transfer)	55,076.94
Add Check Register Total	<u>\$163,848.06</u>
Total Expenses	<u><b>\$334,848.06</b></u>

Scott asked if there were any questions and requested a motion to adopt the treasurers' report. The motion was made by Bob Reifsteck and seconded by Dick Moran. It passed unanimously.

Scott then requested a motion to approve the bills paid since the previous board meeting. Dick Moran made the motion to approve the bills paid with Bruce Kelley making the second, it then passed unanimously.

**General Managers Report**

Eric stated that all of his topics were addressed in the agenda items.

## **Sound system for TrolleyWorks Conference Room**

Eric said that since the start of use of the TrolleyWorks Conference Room back in 2009, it has been acknowledged that there is a sound issue at Board Meetings, Public Meetings, and for training sessions especially when the HVAC kicks on.

After a lot of research, AMTRAN has honed in on a system like the ones used in local municipal meeting rooms with the addition of a handheld microphone and a wireless lapel microphone for use in training sessions. The budget is \$4,000. We have received two bids one from Bettwy at \$4,639 and one from Pro Acoustics out of Texas at \$3,815.

There was a short discussion on this topic and then Eric requested a motion to approve the bid from Pro Acoustics. Bob Reifsteck made the motion to accept the bid for \$3,815, then Dick Moran made the second and it passed unanimously.

## **Local share resolution**

Eric respectfully requested a resolution certifying the local share requirement for state capital funding from the City of Altoona, Logan Township, Allegheny Township, Hollidaysburg Borough, and Penn State Altoona.

Dick Moran made the resolution to certify the local share with Bob Reifsteck making a second, it then passed unanimously.

## **Draft Operating Budget-2017-18**

AMTRAN is working on an operating budget for the fiscal year beginning July 1. Mandy distributed the budget to the board. She went over several areas of the draft budget, and advised them there may be some revisions before the vote.

There was a short discussion on this and it will be voted on in the April meeting.

The board adjourned with no further business.

Respectfully submitted by  
Susan C. McKelvey, Administrative Assistant