

## AMTRAN

The regular monthly meeting of the AMTRAN Board of Directors was held on Wednesday November 16, 2016, 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 and Scott Cessna.

**Board members absent:** Mike Robinson and Tony Roscia

**Others present:** Mark Zettlemyer (RKL), Attorney Liz Benjamin (Beard Legal Group), Bill Kibler (Altoona Mirror), Eric Wolf, Gary Williams, Ray Kennedy, Mandy Murphy, 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 October 2016. This motion was made by Denny Stewart and seconded by Bob Reifsteck. The motion passed unanimously.

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

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

Total disbursements from October 20, 2016 through November 16, 2016 were \$476,769.43.

Total budgeted operating and Paratransit expenses year to date through October 31, 2016 were \$1,828,016.67.

Actual operating and Paratransit expenses year-to-date through October 31, 2016 were \$1,493,632.40.

Year to date we are \$334,384.27 under budget.

Insurance is paid through November 2016.  
Pension will be paid with the November 23rd payroll.  
Operating payables are current through November 16, 2016.

Federal Electronic Transfer – Employer Taxes and Federal Withholding

Oct. 27, 2016 (Federal)	26,179.46
Oct. 27, 2016 (State)	2,780.79
Oct. 27, 2016 (457 Transfer)	932.31
Oct. 27, 2016 (Payroll Transfer)	55,339.36
Oct. 31, 2016 (TPA Transfer)	1,075.00
Nov. 10, 2016 (Federal)	25,559.41
Nov. 10, 2016 (State)	2,740.53
Nov. 10, 2016 (457 Transfer)	931.31
Nov. 10, 2016 (Payroll Transfer)	54,492.88
Add Check Register Total	<u>\$306,737.38</u>
Total Expenses	<u><b>\$476,769.43</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 Denny Stewart. 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 began by informing the board he had a meeting with Brent Cartwright of EADS on the Transit Center project. They are planning on putting the bids out early in January and expect to have an approval for the board in the February meeting.

At the board's request, Brent will give an update on the project at the December meeting.

The Trolleyworks Battery Barn has been leased to Gorilla House Gym. It is a five-year agreement with the two co-owners signing the lease personally.

inRange has one year left on their current lease.

### **2015-2016 Audit**

Mark Zettlemyer of RKL (formerly Reinsel, Kuntz, Lescher) came to the November meeting to review with the board the audit for the year ending June 30, 2016. Mark passed out packets of the audit and went over the different topics and informed the board that this was a clean audit.

There was a short discussion on a few of the topics and then Denny Stewart made the motion to approve this audit. Bob Reifsteck then made the second and it passed unanimously.

### **Compressed Natural Gas Project Update**

AMTRAN continues to move forward on the purchase of six new CNG-powered buses and on the CNG fueling station and alterations to the garage.

The fueling station and garage renovations are scheduled to be completed by May 31, 2017 in spite of the fact that the new CNG buses will not be delivered until a full year later. Eric will talk with the project managers to reschedule the fueling station and garage renovations closer to the actual delivery date for the buses.

The board adjourned with no further business.

Respectfully submitted by  
Susan C. McKelvey, Administrative Assistant