

## AMTRAN

The regular monthly meeting of the AMTRAN Board of Directors was held on Wednesday May 18, 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, Mike Robinson, Scott Cessna, Denny Stewart, Bruce Kelly and Tony Roscia.

**Board members absent:** none

**Others present:** Eric Wolf, Attorney Liz Benjamin (Andrews & Beard), Gary Williams, Josh Baker, Mandy Murphy, Bill Kibler (Altoona Mirror), Brent Cartwright (EADS Group) and Sue Mckelvey.

**Public Comment Period:** Trina Illig from Blair County's Department of Social Services came to meeting for fare increase information, and to see if anyone else came to meeting.

### **Approval of Minutes:**

Scott Cessna requested a motion to approve the minutes for March 2016. This motion was made by Tony Roscia and seconded by Bob Reifstick. The motion passed unanimously.

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

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

Total disbursements from March 31, 2016 through May 18, 2016 were \$1,126,755.27.

Total budgeted operating and Paratransit expenses year to date through April 30, 2016 were \$4,383,287.90.

Actual operating and Paratransit expenses year-to-date through April 30, 2016 were \$3,771,470.63.

Year to date we are \$611,817.27 under budget.

Insurance is paid through May 2016.

Pension will be paid with the May 26th payroll.

Operating payables are current through May 18, 2016.

Federal Electronic Transfer – Employer Taxes and Federal Withholding

March 31, 2016 (Federal)	24,122.25
March 31, 2016 (State)	2,640.60
March 31, 2016 (457 Transfer)	932.30
March 31, 2016 (Payroll Transfer)	55,324.93
March 31, 2016 (TPA Transfer)	4,341.14
March 31, 2016 (Unemploy Comp)	428.51
March 31, 2016 (Local Income Tax)	10,066.19
April 14, 2016 (Federal)	25,069.79
April 14, 2016 (State)	2,736.03
April 14, 2016 (457 Transfer)	932.30
April 14, 2016 (Payroll Transfer)	52,705.22
April 28, 2016 (Federal)	25,105.47
April 28, 2016 (State)	2,739.78
April 28, 2016 (457 Transfer)	932.31
April 28, 2016 (Payroll Transfer)	54,627.59
April 30, 2016 (TPA Transfer)	1,727.00
May 12, 2016 (Federal)	26,203.35
May 12, 2016 (State)	2,846.64
May 12, 2016 (457 Transfer)	932.31
May 12, 2016 (Payroll Transfer)	54,974.38

Add Check Register Total	<u>\$777,367.18</u>
Total Expenses	<u><b>\$1,126,755.27</b></u>

Scott asked if there were any questions and requested a motion to adopt the treasurer's report. The motion was made by Tony Roscia and seconded by Bob Reifsteck. It passed unanimously.

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

### **General Managers Report**

Eric informed the board that there will be a showing of a DVD on the History of the Trolley Company at the end of the board meeting.

Eric informed the board that Scott Ireland was the most recent hire for the maintenance department.

AMTRAN should find out in September or October if the FTA will approve funds for the replacement of the 40 year old GMC buses under the FAST Act.

The PennDOT and CNG partnership to turn AMTRAN into natural gas facility was brought up. Bob Reifsteck requested that this subject needs to be presented with more in-depth information. It was agreed to try to do this for the June 15<sup>th</sup> board meeting.

Eric updated the board on the quarterly performance measures.

### **Public Meeting**

On Wednesday May 18, 2016, 8am, AMTRAN held a public meeting at the TrolleyWorks Conference room, 3016 Fifth Avenue, Altoona, PA. The topics for this meeting were fare increase and Hollidaysburg route change.

In attendance from AMTRAN were: Eric Wolf, Josh Baker, Gary Williams, Mandy Murphy and Sue McKelvey.  
 AMTRAN Board members: Scott Cessna, Mike Robinson, Dick Moran, Bruce Kelly, Denny Stewart, Tony Roscia and Bob Reifsteck.

The public had one attendee: Trina Illig, from Blair County Department of Social Services, Hollidaysburg, PA. She came to see how many attended this meeting and wanted the fare increase structure. She was given a copy of the fare increase rates.

### **Operating Budget – 2016-17**

At the March 30 board meeting, the draft operating budget for the fiscal year beginning July 1 was reviewed. There have been some minor adjustments, and staff presented a final version for review and approval on the May 18 board meeting. (The board received an electronic copy of the budget via email.)

Mandy reviewed a few items and there was a short discussion on the operating budget.

Dick Moran made the motion to approve the operating budget for 2016-17 with Mike Robinson making the second it then passed unanimously.

### **Local share resolutions**

Eric respectfully requested resolutions certifying the local share requirement for both state operating and capital funding from the City of Altoona, Logan Township, Allegheny Township, Hollidaysburg Borough, and Penn State Altoona. The amounts are \$150,000 for operating and \$127,000 for capital local match.

Bruce Kelly made the motion for the resolutions for the local share requirements with Tony Roscia making the second, it then passed unanimously.

### **Fare Increase**

After discussion of the public input, Scott entertained a motion to approve the fare increase. Tony Roscia made the motion to approve the fare increase of twenty-five cents, at increments of five cents a year. Dick Moran made the second on this motion, it then passed unanimously.

### **Transit Center Project**

The EADS Group has been working with Amtran staff to document the roof issues at the downtown Transit Center. (The board received their report via email.)

Brent Cartwright from EADS reviewed the document at the board meeting. This document showing many roof and structure issues needing repaired or replaced. Brent answered questions from the board.

AMTRAN staff has submitted a grant application under the FTA's Bus & Bus Facilities program in the new FAST Act. Eric hopes to hear back in September from this grant.

Brent also updated the board on the parking lot seal coating project and the security upgrades.

The board adjourned with no further business.

Respectfully submitted by  
Susan C. McKelvey, Administrative Assistant