

AMTRAN

The regular monthly meeting of the AMTRAN Board of Directors was held on Wednesday November 15, 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, Tony Roscia, Denny Stewart, Bruce Kelly and Scott Cessna.

Board members absent: Mike Robinson and Bob Reifsteck

Others present: Eric Wolf, Attorney Moran (Beard Legal Group), Brent Cartwright (EADS) 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:

Scott Cessna requested a motion to approve the minutes for November 2017. This motion was made by Dick Moran and seconded by Tony Roscia. The motion passed unanimously.

Treasurer's Report:

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

Total disbursements from October 19, 2017 through November 15, 2017 were \$446,393.56.

Total budgeted operating and Paratransit expenses year to date through October 31, 2017 were \$1,803,180.00.

Actual operating and Paratransit expenses year-to-date through October 31, 2017 were \$1,593,402.86.

Year to date we are \$209,777.14 under budget.

Insurance is paid through November 2017.
Pension will be paid with the November 22nd payroll.
Operating payables are current through November 15, 2017.

Federal Electronic Transfer – Employer Taxes and Federal Withholding

Oct. 26, 2017 (Federal)	26,596.56
Oct. 26, 2017 (State)	2,899.21
Oct. 26, 2017 (457 Transfer)	692.30
Oct. 26, 2017 (Payroll Transfer)	56,105.88
Oct. 31, 2017 (TPA Transfer)	1,171.00
Nov. 9, 2017 (Federal)	27,236.51
Nov. 9, 2017 (State)	2,816.21
Mar. 30, 2017 (457 Transfer)	692.32
Mar. 30, 2017 (Payroll Transfer)	57,947.95
Nov. 9, 2017 (457 Transfer)	692.30
Nov. 9, 2017 (Payroll Transfer)	59,596.71
Add Check Register Total	<u>\$268,586.88</u>
Total Expenses	<u>\$446,393.56</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 Dick Moran. It passed unanimously.

Scott 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 Tony Roscia making the second, it then passed unanimously.

General Managers Report

Eric began with a reminder that AMTRAN has two board members up for reappointment – Tony Roscia by the City and Dick Moran by the Township, Tony has already sent in his Talent Bank application, and Dick will contact one of the township supervisors to let them know he is interested in continuing his board position.

Ben Haskins is a new hire in the maintenance department.

Because of recent court cases on privacy, Amtran will be adding audio to our video surveillance onboard all the buses. Eric will be revising the current policy and coming back to the board for approval. Bruce Kelly questioned the word “surveillance” being used in the title of the policy. Eric stated that he would look into it.

Health Care Insurance

AMTRAN has worked hard and been fortunate in keeping the health care costs in check. Unfortunately, the renewal for calendar 2018 is a 25% increase.

As a result, management has been talking with the union about the possibility of AMTRAN joining a health insurance pool similar to our statewide public transportation industry’s pool for Property/Liability Insurance and for Workers Compensation Insurance. But rather than a self-managed, industry-specific pool like SAFTI, we would be joining an existing pool made up of hundreds of companies from many different industries managed through Roundstone Management (Cleveland, OH) and represented locally through Forney Financial. Our health care coverage will have a 17% increase the first year. After year 1, the pool has been averaging a 5% increase per year. We will also be in a position to review costs and make changes to control future increases. The actual coverage would be the same that AMTRAN has had for the past 15 years. Beard Legal Group has been assisting with our due diligence.

Eric respectfully asked the board to empower him to move forward with this.

There was a short question and answer period with the board.

Denny Stewart made the motion to empower Eric Wolf to move forward on the change in health care carrier with Tony Roscia making the second and it passed unanimously.

Union Contract – 1-year extension

In conjunction with the health insurance discussion, AMTRN has been talking with the union about a 1-year contract extension. The existing contract ends May 31, 2018. This extension would end May 31, 2019.

The union will vote on the health care, wages and pension. If they approve the extension, Eric will bring it to the board in the December meeting for discussion and approval.

Legal Services

AMTRAN released a Request for Proposals for legal services for a three-year term.

Eric informed the board that the RFP allows for up to three different firms representing Amtran on three different specialties: authority solicitor, employment and labor law, and public transportation.

The deadline was Friday. Proposals were received were from Beard Legal Group, McQuaide Blasko, Fanelli Willett Attorneys, and Summers Nagy Law Office.

After reviewing the proposals, Eric recommended that Beard Legal be appointed as AMTRAN's regular solicitor as well as for employment and labor issues, and that Summers Nagy for be appointed for specialized issues with Public Transportation.

Denny Stewart made the motion to approve legal counsel from Beard Legal and Summers Nagy Law Office. Dick Moran made the second and it then passed unanimously.

Pension Services

AMTRAN released a Request for Proposals for pension services. With a deadline of Friday. There were three proposals received: Beck Financial, First National Bank, and Forney Financial.

In addition to their proposals, the three companies made oral presentations to the Pension Committee on Monday. The Pension Committee is unanimously recommending First National Bank.

There was a brief discussion.

Scott Cessna made the motion to have First National Bank administer AMTRAN's pension. Denny Stewart made the second. The motion passed unanimously.

New bus purchase

Eric was pleased to announce to the board that PennDOT suggested that AMTRAN should purchase additional new buses. Their concern was, after rehabbing older buses for more than half the cost of a new bus, that you still have an old bus. PennDOT has the money to fund ten more CNG buses and will not require any local match.

The order for these buses will be added to the six buses that are already in production at Gillig for delivery in June. The cost of each of the ten additional buses is \$536,000 with the total purchase price being \$5,360,000. We should expect delivery within 12 months.

Eric respectfully requested the board's approval of the new buses pending the amendment of the grant with PennDOT.

Tony Roscia made the motion. Denny Stewart made the second it then passed unanimously.

Battery Barn update

The Battery Barn needs some significant work in terms of lighting and HVAC in order to attract a tenant. The EADS Group formulated plans and Brent Cartwright explained to the board their findings. The heating installed by the tenant is undersized, and there is no air conditioning. EADS recommends upgrading the lighting and HVAC, adding insulation and a new ceiling. The price on project is approximately \$50,000.

After a brief discussion, Denny Stewart made the motion to authorize Eric to bid and approve the project award in coordination with The EADS Group to be confirmed at the next board meeting. Dick Moran seconded the motion which then passed unanimously.

Capital projects update

Brent Cartwright went over the CNG project which is nearing its completion and the last of the punch list at the Transit Center.

The board adjourned with no further business.

Respectfully submitted by
Susan C. McKelvey, Administrative Assistant