

River Valley Transit Authority
Board of Directors
MREC, Third Floor Trade and Transit Center II
Williamsport, PA 17701
Tuesday, February 20, 2024 at 5:30pm

The Board of Directors of River Valley Transit Authority held its regular meeting on February 20, 2024. Mr. Noah Bower, Chairman, called the meeting to order at 5:30 p.m.

I. ROLL CALL

Board Members Present: Noah Bower, Richard Staiman, Chuck Crews, Max Moore, Solicitor Jill Nagy

Administration Present: Todd Wright, Chris Smith, Ben Gair, Steve Smith, Walt Treaster, Cameron Serafini, Stacie Elliftawi, Garry Phillips

Board Members Absent: Marshall Welch

II. EXECUTIVE SESSION

Mr. Bower announced an Executive Session regarding Real Estate will be held after the meeting.

III. APPROVAL OF MINUTES

Mr. Moore moved to accept the minutes of the Board of Directors meeting of January, 16, 2024. Mr. Crews seconded. The motion carried.

IV. FINANCIAL BUSINESS

A. January Financial Report

Mr. Gair presented RVTA's financial report for January. The total operating expenses for January was \$5,912,639. Mr. Gair noted that it 58.86 % of RVTA's budget was used in January. The line of credit available for RVTA is \$468,620.31 and the total cash available is \$551,269.07. The total amount of checks cut for January totaled \$501,713.21.

Mr. Crews motioned to accept the January financial report and approve the current schedule of bills. Mr. Moore seconded. The motion carried.

B. FY 2022 Audit Update

Mr. Gair and Mr. Wright both noted that the FY 2022 Audit may be submitted to PennDOT late next week. Mr. Wright noted that once that is submitted RVTA's funds can be released by the state.

V. OPERATIONS REPORT

A. January Ridership / Operations Report / Marketing Report

Mr. Wright presented the ridership for January. RVTA carried 62,892 passengers during January. 10,265 of those passengers were seniors. Token Transit usage is up 83% from last January. Mr. Wright presented the maintenance report for January, 12 road calls were for mechanical issues, 7 were non-mechanical, and 1 was an accident repair.

Mr. Wright noted discussions on an operations center in the old Paddlewheel Stop space have taken place. Mr. Wright noted new safety and security officers are being looked at to work downtown. This could potentially be filled by retired law enforcement officers and social workers.

RVTA will be hosting a homeschool transportation education day on March 12th at the Michael Ross Event Center. March 18th is Bus Driver Appreciation Day.

VI. UNFINISHED BUSINESS

A. Parking Agreement

Mr. Wright noted there is further update at this time.

VII. NEW BUSINESS

A. EMTA Management Update

Mr. Wright noted that by June EMTA should be operating on their own. Mark Hamilton was appointed executive director of EMTA. RKL will now handle CFO duties for EMTA.

B. Bylaw Amendment

Mr. Wright noted that the RVTA bylaws need to be amended. Article V – Section 1 – Subsection C was amended to allow committee formations. Mr. Moore made a motion to accept the amendment. Mr. Staiman seconded the motion. The motion carried.

C. CDBG Request

Mr. Wright noted that Skip Memmi from the Williamsport Community and Economic Development asked if RVTA would be interested in receiving \$90,000 in funds to upgrade the accessibility hardware at the TTCI and TTCII. This is to get the city up to date with their ADA compliance. Further discussion will be held.

VIII. PUBLIC COMMENT

Mr. Wright introduced Stacie Elliftawi recently hired as Director of Grants and Procurement.

Mr. Bower noted that RVTA's board of directors will be expanding from 5 members to 7. Five will be appointed by the city and two will be appointed by the County Commissioners.

VIII. DATE OF NEXT MEETING

Tuesday, March 19, 2024 at 5:30 pm – Trade and Transit Center II in the Michael Ross Event.

IX. ADJOURNMENT

Mr. Moore motioned to adjourn the meeting at 5:45 PM. Mr. Staiman seconded. Motion carried.