

River Valley Transit Authority
Board of Directors
MREC, Third Floor Trade and transit II
Williamsport, PA 17701
Tuesday, September 19, 2023 at 5:30pm

The Board of Directors of River Valley Transit Authority held its regular meeting on September 19, 2023. Mr. Noah Bower, Chairman, called the meeting to order at 5:30 p.m.

I. ROLL CALL

Board Members Present: Noah Bower, Max Moore, Richard Staiman, Marshall Welch, Chuck Cruz and Solicitor Jill Nagy (Zoom)

Administration Present: Todd Wright, Bethany Jones, Chris Clark, Steve Smith, Garry Phillips

II. EXECUTIVE SESSION

Chairman Bower noted an Executive Session was held from 5:00 – 5:25 to discuss personnel and real estate matters

III. APPROVAL OF MINUTES

Mr. Chuck Crews moved to accept the minutes of the Board of Directors meeting on July 18, 2023. Mr. Richard Staiman seconded. The motion carried.

IV. FINANCIAL BUSINESS

A. August Financial Report

Bethany Jones presented the comprehensive financial report for August 2023 as well as the current schedule of bills. Mr. Welch moved to accept the August 2023 financial report and schedule of bills as presented. Mr. Max Moore seconded. The motion carried.

V. OPERATIONS REPORT

A. August Ridership / Operations Report

Mr. Wright presented the August ridership and operations report. Mr. Wright noted MLB and LLWS services went very well this year. Monthly maintenance reports for June, July and August were also presented for board review.

VI. UNFINISHED BUSINESS

A. Strategic Plan

Mr. Wright indicated the final plan document had been distributed to all board members and a press release highlighting the plan will be put out in the upcoming weeks. Mr. Wright indicated progress updates will be presented to the board on a quarterly basis.

Secretary Initial _____

B. Lycoming County Parking Agreement

Mr. Wright reviewed the prior negotiations held with the County for 200 long term monthly parking spaces in the Church Street Transportation Center. After discussion Mr. Staiman motioned to offer the County 200 spaces at a monthly rate of \$40.00 per space for a 2-year term. Mr. Welch seconded the motion. Motion carried.

VII. NEW BUSINESS

A. ADA Paratransit Subcontractor Agreement

Mr. Wright presented an Agreement between RVTA and Step, Inc. for the provision of ADA Complimentary Paratransit Service for Fiscal Year 2024. Mr. Wright indicated STEP's per trip reimbursement rate increased \$1.25 per trip over the prior year agreement. This is the first rate increase STEP has requested in over 10 years. Mr. Staiman motioned to approve the agreement for ADA complimentary paratransit service. Mr. Welch seconded. The motion carried.

B. Resolution Authorizing DotGrants Objects

Mr. Wright presented a Resolution Authorizing the Submittal and Modification of Pennsylvania Department of Transportation DotGrants Objects. Mr. Wright noted the resolution requires an update to reflect the recently hired Controller will be responsible for some of the object submissions and modifications. Mr. Staiman motioned to approve the resolution as presented, Mr. Moore seconded. The motion carried.

C. Vector Contract Extension

Mr. Wright presented an Agreement Amendment for advertising between RVTA and Vector Media. The Amendment authorizes a 1-year extension of the current agreement executed in 2020. Mr. Staiman motioned to accept the agreement as presented. Mr. Welch seconded the motion. The motion carried.

D. 313 Pine Street Easement Request

Mr. Wright informed the board he received a verbal request from J.A.K. Holdings, owner of 313 Pine St., proposing an easement allowing J.A.K. to construct a structure on the north perimeter of Trade and Transit Center I to house dumpsters. Mr. Wright provided pictures of the area that J.A.K. would like to build the structure. The board requested J.A.K. Holdings provide an official plan and renderings before consideration of an easement would be given.

VIII. PUBLIC COMMENT

IX. DATE OF NEXT MEETING

Tuesday, October 17, 2023 – at 5:30 pm – MREC, Third Floor - Trade and Transit II, Williamsport, PA.

X. ADJOURNMENT

Mr. Max Moore moved the meeting adjourn at 6:10 p.m. Mr. Richard Staiman seconded. Motion carried.