

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

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

I. ROLL CALL

Board Members Present: Noah Bower, Chuck Crews, Max Moore, Richard Staiman, Feif Gallagher, Solicitor Jill Nagy (Zoom)

Administration Present: Todd Wright, Chris Smith, Steve Smith, Cameron Serafini, Garry Phillips, Sam Polys, Jennifer Steigleman (GFS Services)

II. EXECUTIVE SESSION

No executive session was held.

III. APPROVAL OF MINUTES

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

IV. FINANCIAL BUSINESS

A. Audit Report

Ms. Steigleman reported that the audit base year values are being finalized. RVTA's finance department continues to support RKL with their Audit work.

B. Resolution to Temporarily Increase LOC

Mr. Wright requested that the board increase the line of credit from 4.5 million to 5 million dollars to cover the next payroll and fuel expenses. Mr. Wright noted that there is still money in the city accounts. Mr. Staiman made a motion to accept the resolution. Ms. Gallagher seconded the motion. The motion carried.

V. MANAGERS REPORT

A. July Ridership / Operations Report

Mr. Wright presented the ridership for July, RVTA transported 61,196 passengers, 11,634 of them were senior citizen riders. 9,468 passengers utilized the Token Transit app. Mr. Wright noted that 18

road calls were made by RVTA maintenance. 3 new operators are starting training and 1 is almost done with their training.

VI. UNFINISHED BUSINESS

No unfinished business to report.

VII. NEW BUSINESS

A. Definiti Actuarial Service Agreement

Mr. Wright presented a service agreement between RVTA and Definiti for the pension plan. Mr. Moore made a motion to accept the agreement, Ms. Gallagher seconded the motion. The motion carried.

B. Security Service Proposals

RVTA received two RFP's for security services, both firms are from out of the area and are higher than RVTA's budgeted amount. Mr. Staiman made a motion to reject the proposal, Mr. Crews seconded the rejection. The motion was rejected and tabled until the next meeting.

VIII. PUBLIC COMMENT

Ms. Gallagher noted she met with Mr. Gair to better understand how the finance department operates. Mr. Bower thanked RVTA for their continued service during the Little League World Series.

IX. DATE OF NEXT MEETING

Tuesday, September 20, 2024 – Trade and Transit Centre II

X. ADJOURNMENT

Mr. Crews made motion to adjourn. Ms. Gallagher seconded the motion. The meeting adjourned at 6:12 pm.