

**River Valley Transit Authority**  
Board of Directors Meeting Minutes  
MREC, Third Floor Trade and Transit Center II  
Williamsport, PA 17701  
Tuesday, April 15, 2025, at 5:30pm

The Board of Directors of River Valley Transit Authority held its regular meeting on April 15, 2025. Mr. Noah Bower, Chairperson, called the meeting to order at 5:30 p.m.

**I. ROLL CALL**

**Board Members Present:** Noah Bower, Chuck Crews, Feif Gallagher, Nikolas Kadenas, Jill Nagy (Solicitor)

**Administration Present:** Todd Wright, Chris Smith, Sam Polys, Cameron Serafini, Stacie Elliftawi, Brenda Davis-Williams, Jennifer Steigelman (GFS), Tim Kraft (RKL), Dylan Richards (RKL), Mike Pontious (USI)

**II. EXECUTIVE SESSION**

An executive session was following the board meeting.

**III. APPROVAL OF MINUTES**

Ms. Gallagher requested the minutes from 03.18.25 be amended under new business, Item D. to read Draft Bus Stop Policy. Ms. Gallagher made a motion to approve the minutes as amended. Mr. Crews seconded the motion. The motion carried.

**IV. FINANCIAL BUSINESS**

**A. March Financial Update**

Ms. Steigelman presented the March 2025 financial report. Expenditures totaled \$7,422,000, 70% of the budgeted amount. Interest on the line of credit totaled \$192,000. Cash status reports indicate \$1,175,000 is available in various bank accounts. The line of credit at the end of March totaled \$1,757,000. The new line of credit of \$2,200,000 is available and the old credit of \$2,100,000 is in use. Interest incurred totaled \$20,000. The interest rate for the line of credit totals 9.5%. Checks issued (03.19.25 to 04.09.25) total \$702,000. RVTA received the final payments from PennDOT totaling \$2,452,490 (\$1,471,495+\$980,996).

Ms. Gallagher made a motion to accept the March financial report. Mr. Crews seconded the motion. The motion carried.

**B. Audit Update**

Tim Kraft and Dylan Richards presented RVTA's draft audit report.

Mr. Crews made a motion to approve the draft audit. Ms. Gallagher seconded. The motion carried.

## **V. MANAGER'S REPORT**

### **A. March Ridership / Operations Report**

Mr. Wright presented the March ridership, operations, and maintenance reports for February. RVTA carried 67,662 passengers during February, of those passengers, 10,902 were senior citizen riders. Token Transit ridership totaled 12,356 users.

The first week of May is Rider Appreciation Week. Two new bus operators are going through training. RVT will be having a pre-production meeting with Gillig. RVTA's SAFTI audit took place on 04.16.25.

### **B. Strategic Plan Goal Implementation Update**

Mr. Wright reviewed the strategic plan update for Ms. Gallagher and Mr. Kadenas.

## **VI. UNFINISHED BUSINESS**

### **A. Committee Updates**

The maintenance committee will be meeting sometime at the end of April or beginning of May. Employee relations, finance, and the operations/planning committees will be meeting in mid-May.

### **B. TTC I HRU Replacement – A&E Proposal**

KCI Technologies reviewed the work that needs to be done on the HRU. No action was taken by the board.

## **VII. NEW BUSINESS**

### **A. FY26 Resolution Certifying Provision of Local Match**

Mr. Wright presented the resolution for RVTA's local match for state assistance. Section 1513 provides \$6,237,634 to RVTA. Act 89 requires RVTA to provide local funding of \$543,957.

Mr. Crews made a motion to accept the resolution. Ms. Gallagher seconded. The motion carried.

### **B. FY25-27 UPWP Subrecipient Agreement**

Mr. Wright presented the UPWP Subrecipient Agreement between RVTA and Lycoming County. The grant term is from July 1, 2025 – June 30, 2027. The total amount is \$126,000.00.

Mr. Crews made a motion to accept the agreement. Ms. Gallagher seconded. The motion carried.

### **C. 25-26 Health Insurance Renewal**

Mr. Pontius from USI presented RVTA's Health Insurance Renewal for 25-26. RVTA will switch to Highmark – PPO. RVTA will save about \$400,000 per year by switching. Ms. Gallagher asked if the cost increase would be passed on to employees. Mr. Pontius stated they would not be. Mr. Crews asked when Highmark's prices would increase. Mr. Pontius replied that it would be after one year. Mr.

Wright stated that RVTA would be having an employee meeting in May and June to notify their employees.

**VIII. PUBLIC COMMENT**

Mr. Bower stated the County Commissioners will have a meeting May 1<sup>st</sup> to discuss expanding RVTA's board of directors.

**IX. DATE OF NEXT MEETING**

Tuesday, May 20, 2025 – Trade and Transit Centre II

**X. ADJOURNMENT**

Mr. Kadenas made a motion to adjourn the meeting. Ms. Gallagher seconded the motion. The meeting adjourned.