

River Valley Transit Authority
Board of Directors Meeting Minutes
MREC, Third Floor Trade and Transit Center II
Williamsport, PA 17701
Tuesday, October 21, 2025, at 6:00pm

The Board of Directors of River Valley Transit Authority held its regular meeting on October 21, 2025. Mr. Noah Bower, Chairperson, called the meeting to order at 6:00 p.m.

I. ROLL CALL

Board Members Present: Noah Bower, Feif Gallagher (Zoom), Max Moore, Jill Nagy (Solicitor via Zoom), Chuck Crews, Mark Murawski, Rick Mirabito

Board Members Absent: Nikolas Kadenas

Administration Present: Todd Wright, Sam Polys, Cameron Serafini, Brenda Davis-Williams, Sal Vitko

II. EXECUTIVE SESSION

Mr. Bower stated an executive session will be held at the conclusion of the regular board meeting.

III. APPROVAL OF MINUTES

Minutes from September 16, 2025, were approved as presented. Mr. Mirabito made a motion to approve. Mr. Moore seconded the motion. Motion carried.

IV. FINANCIAL BUSINESS

A. August Financial Update

Ms. Davis-Williams presented the September financial report.

Total expenditures through the end of September 2025 total \$2,680,746, or 25% of the FY26 budget. Salaries expended total 23% of the budgeted amount or \$1,119,390 through the end of September 2025. YTD interest expense was \$90,173 (Transit \$75,926, Non-transit \$10,731, EMTA \$2,705, Capital \$811). The cash status report indicates 1,148,262 was available in various bank accounts at the end of September. LOC (9956) at the end of the month had a total of \$120,325 available for drawdown and the LOC (0522) is fully expended. Checks issued through the end of September reflect total payments issued of \$791,028 during the period. RVTA received State operating grant funds on 10/6/25 in the amount of \$2,599,020. The balance on Federal operating grant Pa-2025-043 is \$1,409,875. The auditors are tentatively set to begin work on FY 24-25 audit the week of October 27, 2025.

Mr. Murawski made a motion to approve the financial report and schedule of expenses. Mr. Mirabito seconded the motion. The motion carried.

V. MANAGER'S REPORT

A. September Ridership / Operations Report / Maintenance / Marketing

Mr. Wright presented the manager's report for RVTA. During September RVTA carried 65,044 passengers of those passengers, 11,776 were seniors. Token transit ridership totaled 11,967 users.

RVTA received their FRITS adoption assessment from Avail Technologies. Three new Gillig buses are going into production in November. RVTA's sprinkler system upgrade cost will be covered by PennDOT.

Mr. Vitko presented a list of upcoming RVTA projects.

VI. UNFINISHED BUSINESS

A. Committee Updates

Ms. Gallagher stated the Finance Committee will be meeting soon and establishing a meeting schedule. Mr. Murawski will be joining the Ops/Planning Committee and Mr. Mirabito will be joining the Finance Committee.

B. EMTA Subcontractor Agreement

No action was taken at this time.

C. Status of Triennial Findings

Mr. Wright stated no update is available at this time and we are waiting for response from FTA on submitted responses.

VII. NEW BUSINESS

A. Procurement Thresholds

No action was taken at this time.

B. CSTC Leases

Mr. Wright provided background on existing leases with Susquehanna Trailways and Fullington Trailways for office space in the Church Street Transportation Center. Susquehanna Trailways has requested their lease be reviewed as the square footage being rented decreased in 2017, however the lease was never amended. Mr. Wright stated he will work with Solicitor Nagy to provide a proposed amendment. No action was needed at this time,

VIII. PUBLIC COMMENT

IX. DATE OF NEXT MEETING

Tuesday, November 18, 2025 – Trade and Transit Centre II

X. ADJOURNMENT

The meeting was adjourned at 6:50 pm.