

## MOON TRANSPORTATION AUTHORITY

1000 Beaver Grade Road  
Moon Township, PA 15108  
412-443-1746

### 2024 AUTHORITY BOARD

John Hertzler, *President*  
William Kammerer, *Vice President*  
James Vitale, *Secretary/Treasurer*  
Lynn DeLorenzo  
Vacant Position

Mills & Henry  
*Solicitor*  
Delta Development Group, Inc.  
*Executive Director*

### MINUTES

Wednesday, January 3, 2024

The Moon Transportation Authority (MTA) Board of Directors met on Wednesday, January 3, 2024, at 6:00 p.m. at Moon Township Municipal Building, 1000 Beaver Grade Road, Moon Township, Allegheny County, PA 15108.

#### **Board Members:**

John Hertzler – Present  
William Kammerer - Present  
James Vitale – Present  
Lynn DeLorenzo - Present

#### **Also, in Attendance:**

Lynn Colosi, Delta Development Group, Inc.  
Austin P. Henry, Esq., Mills & Henry  
Todd Alexander, Esq., Mills & Henry  
David Toal, The Toal Law Firm  
Joe Rusiewicz, TranSystems  
Mike Hnat, TranSystems  
Damon Rhodes, Larson Design Group  
Mr. & Mrs. Cobb, Township Residents  
George Kniss, Township Resident

#### **Call to Order**

Mr. Hertzler opened the meeting at 5:58 p.m.

#### **Roll Call**

Mr. Hertzler conducted roll call. All sitting Board members were present.

#### **Reorganization**

##### **a. Election of Officers**

Mr. Hertzler turned the meeting over to Mr. Henry, MTA's Solicitor, as Temporary Chairman to initiate election of MTA's officers for 2024. Mr. Henry noted that one seat on the MTA's Board is currently vacant.

## **President**

Mr. Henry called for nominations. Mr. Vitale nominated Mr. Hertzler for President. There were no other nominations for President.

**Motion** by Mr. Vitale to nominate Mr. Hertzler as President. Second by Mr. Kammerer. Mr. Henry called roll for the vote. Mr. Hertzler's nomination passed 4-0.

At that point, Mr. Henry relinquished his role as Temporary Chairperson and turned over the meeting to President Hertzler to chair the remainder of the proceedings.

## **Vice President**

Mr. Hertzler called for nominations. Mr. Vitale nominated Mr. Kammerer for Vice President. There were no other nominations for Vice President.

**Motion** by Mr. Vitale to nominate Mr. Kammerer as Vice President. Second by Mr. Hertzler. Mr. Hertzler called roll for the vote. Mr. Kammerer's nomination passed 4-0.

## **Secretary/Treasurer**

Mr. Hertzler called for nominations. Mr. Hertzler recognized Mr. Vitale as nominee for Secretary/Treasurer. There were no other nominations for Secretary/Treasurer.

**Motion** by Mr. Hertzler to nominate Mr. Vitale as Secretary/Treasurer. Second by Mr. Kammerer. Mr. Hertzler called roll for the vote. Mr. Vitale's nomination passed 4-0.

### **b. Appointment of Consultants**

**Motion** by Mr. Kammerer to approve Resolution No. 1 of 2024 appointing Moon Transportation Authority's consultants consisting of confirmation of Delta Development Group, Inc. as Executive Director (the final year of a 3-year contract), and appointment of Mills & Henry as Solicitor (1-year term), and The Toal Law Firm as Special Counsel (1-year term). Second by Mr. Vitale. Motion passed 4-0.

### **c. Selection of Official Newspaper**

**Motion** by Mr. Kammerer to retain The Times (formerly Beaver County Times) as Moon Transportation Authority's official newspaper. Second by Mr. Vitale. Motion passed 4-0.

### **d. Selection of Banking Institution**

Ms. Colosi informed that Board that PNC is charging approximately \$580 a month in fees for MTA's operating checking account. Mr. Kammerer asked Ms. Colosi to meet with other banks to assess whether MTA can get better rates.

**Motion** by Mr. Vitale to table the reappointment of PNC as Moon Transportation Authority's banking institution of record while the Executive Director investigates other options. Second by Ms. DeLorenzo. Motion passed 4-0.

## **Approval of Minutes**

**Motion** by Mr. Vitale to approve Minutes for the regular meeting of November 2023. Second by Mr. Kammerer. Motion passed 3-0-1, with Ms. DeLorenzo (MTA's new Board member) abstaining.

## **Financial**

### **a. Ratification of October/November 2023 Invoices/Payments**

**Motion** by Mr. Kammerer to ratify payment of October/November 2023 invoices as distributed and approved by email in December. Second by Mr. Vitale. Motion passed 3-0-1, with Ms. DeLorenzo abstaining.

### **b. Payment of November/December 2023 Invoices**

Ms. Colosi presented revenues (\$51,601) from Allegheny County's Gaming Economic Development Tourism grant reimbursement for Montour Run-Marketplace Final Design and expenditures (\$81,383) for the month ending December 31, 2023. Ms. Colosi reported that MTA will carryover \$1,035,434 in operating funds into 2024.

**Motion** by Mr. Vitale to pay November/December 2023 invoices as submitted by the Executive Director. Second by Mr. Kammerer. Motion passed 3-0-1, with Ms. DeLorenzo abstaining.

### **c. 2023 Year-End Budget and Financial Position**

Ms. Colosi handed out the 2023 year-end budget and commended the Board for overseeing and accomplishing a surplus of funds for the Authority's 2024 financial and priority capital project obligations.

### **d. 2024 Administrative and Capital Budget**

Ms. Colosi handed out the 2024 administrative and capital budget, with the most notable information highlighted in yellow. She presented explanation of the budget noting specifically the following items: LERTA RAP revenues forecasted conservatively at \$1,447,890; Debt Reserve Account, which was decreased by \$100,000 in 2023 commensurate with PNC's loan requirements; increased expenditures for Stevenson Mill Connector (SMC) final design; continued pause on University Boulevard - I-376 Offsites final design pending funding from the state; and pursuit of grant funds for Hirshinger Ped/Bike Pathway conceptual design and Marketplace Extension preliminary engineering.

**Motion** by Mr. Vitale to adopt Moon Transportation Authority's 2024 Administrative and Capital Budget. Second by Mr. Kammerer. Motion passed 4-0.

Ms. Colosi noted that throughout the year she will continually monitor the 2024 budget and forecast 2025 cash flow to ensure MTA has sufficient budget and grant funds to complete priority

capital projects.

## **Project Updates**

### **a. Stevenson Mill Connector/Rouser Road Connector/Offsites**

Ms. Colosi reported on several items about SMC and RRC projects. She reminded the Board that the monthly budget amount for SMC final design was increased to account for accelerated work in 2024 and informed them that TranSystems submitted RRC's draft Right of Way Plan to Mills & Henry for review. Mr. Alexander confirmed that Mills & Henry is reviewing the ROW Plan to confirm property boundaries, subdivisions, and consolidations so that all details are correct.

Mr. Rusiewicz, TranSystems' project manager, reported mostly on the status of SMC and said his team is currently working on stormwater and topography relative to starting the ROW Plan.

### **b. Marketplace District Improvements**

Mr. Rhodes, LDG, project executive, reported that the Line & Grade plan for Montour Run-Marketplace Reconstruction was submitted to District 11 and a subsequent meeting was held with their new Project Manager on October 24<sup>th</sup>. Erosion & Sediment (E&S) and stormwater management work on Montour Run-Marketplace is ongoing. LDG, as reported by Mr. Rhodes, started permitting – waterway and NPDES.

Ms. Colosi provided brief updates on Hirshinger Ped/Bike Pathway Master Plan and an upcoming meeting with the Department of Conservation and Natural Resources (DCNR), which provided a \$100,000 grant to the Township to conduct the Plan, and on Marketplace Boulevard Extension, which is currently in the planning phase.

## **Other Items of Interest**

Ms. Colosi reminded the Board that she emailed them a list of 2024 MTA Board meeting dates and times and requested that if anyone did not receive a copy to please let her know.

There were no other items of interest.

## **Comments from the Public**

There were no comments from the public.

## **Executive Session – if necessary**

**Motion** by Mr. Kammerer to enter Executive Session at 6:59 pm to discuss a personnel matter. Second by Mr. Vitale. Motion passed 4-0.

**Motion** by Mr. Vitale to exit Executive Session at 7:12 pm. Second by Mr. Kammerer. Motion passed 4-0.

**Motion to Adjourn**

There being no further business before the MTA Board, the meeting was adjourned at 7:12 pm.

**Motion** by Mr. Vitale to adjourn the meeting at 7:12 pm. Second by Ms. DeLorenzo. Motion passed 4-0.