Lehigh and Northampton Transportation Authority
1060 Lehigh Street, Allentown, PA 18103
Phone: 610-435-4517

LANTA Board of Directors Meeting Minutes
June 10, 2025
LANTA Administrative Offices, Allentown, PA

Members Attending: Mike Lichtenberger – Chair of the Authority; and Iris Linares.

Members Attending via Webinar / Teleconference: Becky Bradley – Vice Chair of the Authority; Fred Williams – Treasurer of the Authority; Kim Schaffer; Jennifer Ramos; Beth Halpern; Jared Mast; and Amy Beck.

Members Absent: Sheila Alvarado; Matt Malozi; and Matt Rozsa.

Staff and Contractors Attending: O. O'Neil, N. Ozoa, J. Polster-Abel, A. Yacko, J. Ozoa, Ja. Ozoa, A. Jordan, R. Checo, M. Soto, J. Berry – LANTA Staff. Kent Herman – Solicitor.

Public Attending: Maurice Wells; Alex Augustine.
Public Attending via Webinar/Teleconference: None.

1. **<u>Call to Order</u>**

   The meeting was called to order at 12:01 p.m. by Mike Lichtenberger, Chair of the Authority.

2. **<u>Roll Call</u>**
   Roll Call was conducted by Mr. O'Neil.

3. **<u>Public Comment</u>**
   No comment was received during Public Comment.

4. **<u>Approval of the Minutes</u>**

   The minutes of the May 13, 2025, Board of Directors meeting were approved on a motion made by Mr. Williams and seconded by Ms. Linares.

5. **<u>Report of the Chair</u>**

As part of the Report of the Chair, Mr. Lichtenberger announced that the Fiscal Year 2026 Board Officers Nominating Committee, which included Matt Malozi, Kim Schaffer, Beth Halpern, and Jared Mast have nominated a slate of candidates to serve as Board officers for LANTA's fiscal year 2026. The slate includes Mr. Lichtenberger as Chair, Becky Bradley as Vice Chair, Sheila Alvarado as Board Secretary, and Matt Malozi as Treasurer.

The Board will vote on the Board officers for the fiscal year during the July meeting of the Board. At that time, additional nominations can be made by any Board member.

Mr. Lichtenberger also announced that the Board is holding a LANTA Funding and Budget 101 session for Board members if they are interested in learning more about the functioning of the finances of LANTA. Ms. Ozoa, Mr. Cotter, and Mr. O'Neil will be providing an informational presentation and will be leaving time for any questions Board members may have. The session will be held at 10:00 a.m. on Tuesday July 8 at the LANTA offices at 60 West Broad Street in Bethlehem. This will be right before the July Board meeting.

Mr. Lichtenberger called attention to the Lehigh Valley News article included in the meeting packet. This is one of various local media articles covering a media event last week in which Governor Shapiro and PennDOT Secretary Mike Carroll were in the Lehigh Valley advocating for new transit funding to be passed by the state legislature as part of this year's state budget process. Mr. O'Neil and other local representatives and elected officials also spoke at the event. Ms. Bradley, Ms. Schaffer, Mr. Halpern and Mr. Mast also were able to attend the event to represent the LANTA Board. LANTA thanks Governor Shapiro and Secretary Caroll for their visit and their continuing strong advocacy for a transit funding solution which we all know is desperately needed here across the state.

Mr. Lichtenberger then concluded the Report of the Chair.

6. **<u>Report of the Committees</u>**

A. <u>Finance Committee</u> – Mr. Williams, Chair of the Finance Committee, reported that the Finance Committee met on Tuesday June 3. As part of the agenda, staff presented the financial statements for the LANtaBus, LANtaVan, and Carbon Transit operating divisions for April 2025, subject to audit, which are attached. The meeting included a detailed presentation and discussion of the financial statements.

On a motion made by Mr. Williams and seconded by Mr. Mast, the Board voted to approve the LANtaBus, LANtaVan, and Carbon Transit financial statements for April 2025, subject to audit.

Staff presented a recommendation to exercise the first of two optional extension years on the contract with RKL, LLP for annual financial auditing services. The recommendation summary is attached.

On a motion made by Mr. Williams and seconded by Ms. Linares, the Board voted to approve the first of two optional extension years on the contract with RKL, LLP as presented.

Staff presented a summary of the public notice efforts for the Fiscal Year 2026 operating budgets for the LANtaBus, LANtaVan, and Carbon Transit operating divisions. Staff noted that the public comment period was still in effect and that the only comments received to date have been inquiries regarding specific service reductions. Inquirers have been informed that no service reduction plans have been finalized and that if reductions are necessary, public announcements and meetings will be held later in the year. Mr. O'Neil also noted that a comment had been received the morning of the meeting from the Pen Argyl Borough Council expressing concern over the possible impact of service reductions on Pen Argyl and the Slate Belt. The summary is attached.

On a motion made by Mr. Williams and seconded by Ms. Schaffer, the Board voted to approve the FY 2026 Operating Budget contingent upon any substantive changes needed based on public comment received prior to the end of the public comment period.

Staff presented a summary of the public notice efforts for the Federal Fiscal Year 2026 Capital Plan - Program of Projects. Staff noted that the public comment period is still in effect and that no public comment has been received to date regarding the Capital Plan - Program of Projects. The summary is attached.

On a motion made by Mr. Williams and seconded by Mr. Mast, the Board voted to approve the Federal Fiscal Year 2026 Capital Budget – Program of Projects (POP) contingent upon any substantive changes needed based on public comment received prior to the end of the public comment period.

Mr. Williams then concluded the Committee report.

B. Administration & Safety Committee – On behalf of Ms. Alvarado, Chair of the Administration & Safety Committee, Mr. O'Neil reported that the Administration & Safety Committee met on Tuesday June 3. As part of the agenda, staff presented the Administration & Safety Dashboard Report which covered employee headcount, current vacancies, and training completed in March. The report is attached.

Staff presented a recommendation to award a purchase order to Caracal Enterprises dba Ven Tek International for three full-service ticket vending machines. The recommendation summary is attached.

On a motion made by Mr. Williams and seconded by Ms. Linares, the Committee voted to approve the award of a purchase order to Caracal Enterprises dba Ven Tek International as presented.

Staff presented the Certifications and Assurances required by the Federal Transit Administration for the submittal of FFY 2025 FTA grants. A summary of the Certifications and Assurances is attached.

On a motion made by Ms. Ramos and seconded by Ms. Bradley, the Board voted to authorize staff and the Solicitor to take the necessary steps to execute the required documents as presented.

Staff also presented the annual resolution under which the Board authorizes the Executive Director to enter into contracts and execute grant agreements on behalf of the Authority. Such a resolution is needed for certain grant applications and other legal documents. The resolution is attached.

On a motion made by Ms. Linares and seconded by Ms. Ramos, the Board voted to approve the resolution as presented.

Staff also presented a resolution required by PennDOT as part of the annual capital grant application. The resolution confirms that LANTA will seek the match required for PennDOT capital grants for the fiscal year and will use those funds for the purposes of match towards the PennDOT capital grants. The resolution is attached.

On a motion made by Ms. Schaffer and seconded by Ms. Bradley, the Board voted to approve the Local Match resolution as presented.

Mr. O'Neil then concluded the Committee report.

C. <u>Service Support & Planning Committee</u> – On behalf of Mr. Malozi, Chair of the Service Support & Planning Committee, Mr. O'Neil reported that the Committee did not meet in June and that the next meeting of the Committee is scheduled for Tuesday August 19.

D. <u>Service Delivery & Accessibility Committee</u> – Ms. Linares, Chair of the Service Delivery & Accessibility Committee, reported that the Service Delivery & Accessibility Committee did met on Tuesday June 10 prior to the Board meeting.

The agenda included a public comment period. The agenda also included a review of the Service Delivery Dashboard Reports for the LANtaBus and LANtaVan operating divisions for the period of January through March 2025. Each dashboard report provides key ridership and performance measures for each operating division. The dashboard reports are included in the meeting packet.

Lastly, the agenda included an update from LANTA's paratransit service contractor, Transdev.

Ms. Linares then concluded the Committee report.

7. Other Items

- As part of Other Items, Mr. O'Neil noted that staff had received a letter the day of the meeting from the Pen Argyl Borough Council expressing concerns regarding the potential impacts of service reductions to Pen Argyl and the Slate Belt.
- Mr. Polster-Abel reported that he would be attending the national conference of the Society for Human Resource Management on behalf of LANTA in July.

8. Adjournment

The meeting was adjourned at 12:31 p.m.

Respectfully Submitted

7/8/2025

____

Sheila Alvarado Date

Secretary