

**BUTLER TRANSIT AUTHORITY
MINUTES OF THE MEETING
BUTLER TRANSIT AUTHORITY AT 130 HOLLYWOOD DRIVE
February 13, 2024**

Charles Savannah
Chris Rearick
Tricia Kradel
Joseph Hasychak
Lance Calvert
David Johnston

John H. Paul, Executive Director
Rebecca Black, Lutz, Pawk & Black
SJ Milliron, Lutz, Pawk & Black
Ryan Saeler, Butler Media Group
Eddie Trizzino, Butler Eagle
Laura Felton, MV Transportation
Tiffany Fosnaught

Chris Rearick called the meeting to order at 5:00 pm with a moment of silence followed by the pledge of allegiance.

ROLL CALL: Tiffany called the roll. Charles Savannah, Joseph Hasychak, Chris Rearick, Lance Calvert, Tricia Kradel and David Johnston were all present.

MINUTES OF THE MEETING: Joseph Hasychak motioned to approve the minutes from the January 2024 Board Meeting as presented. This motion was seconded by Charles Savannah. Roll call indicated all ayes.

CORRESPONDENCE: None.

PUBLIC COMMENT ON AGENDA: None.

OLD BUSINESS: None.

- **Committee Reports (TOE- Terminal, Office and Equipment, Public Relations, Sub-Contractor, Capital Improvements and Expansion)** – John commented that the agenda reflects an update that David Johnston has been proposed to be added to the Public Relations Committee and, of course, will serve on Sub-Contractor, Capital Improvements and Expansion Committee as well.

NEW BUSINESS

PPTA ANNUAL MEETING- John shared the details regarding BTA staff attending the annual PPTA meeting in Lancaster, PA. Joseph Hasychak made a motion to approve for Kelly, Tiffany and Tim's attendance at the 2024 PPTA Conference in Lancaster, PA- April 9, 2024 through April 12, 2024 (including hotel, registration, meals, tolls, mileage and incidentals). Tricia Kradel seconded the motion. Roll call indicated all ayes.

RELEASE OF RFP FOR MICRO TRANSIT- John explained that BTA would like to develop a RFP for Micro Transit for areas in Butler County. BTA would be working with SPC and Lynn Colosi (consultant) in developing the RFP. BTA's solicitor would review the RFP. John explained what Micro Transit would entail. The two areas that BTA is looking at are Cranberry Township and Slippery Rock. Once the solicitor reviews and the RFP is released BTA would share with the Board the responses received and BTA staff's recommendations. Charles Savannah asked what the timeframe would be. John shared that this will not be a fast process. It involves extensive consideration. A new study may need to be conducted. Charles Savannah made a motion to approve the release of the RFP for Micro Transit. David Johnston seconded the motion. Roll call indicated all ayes.

RELEASE OF RFP FOR NATURAL GAS PROVIDER- John explained that BTA's current contract with a natural gas provider expires on July 1, 2024. If approved this will allow time for the solicitor to develop the RFP, BTA to advertise, BTA to collect responses, to answer any questions regarding the RFP and for BTA to review all possibilities before presenting recommendations to the board for final approval. This would involve three locations: the terminal, the office and the CNG plant. Rebecca shared the changes from the last RFP and how the release from last time transpired. Rebecca also spoke about how the entire RFP process is conducted. Joseph Hasychak made a motion to approve BTA's release of a RFP for a Natural Gas Provider. Lance Calvert seconded the motion. Roll call indicated all ayes.

RELEASE OF RFP FOR ELECTRIC PROVIDER- Similar to the discussion regarding the RFP for a Natural Gas Provider- BTA is requesting to release an RFP for an Electric Provider since the current contract also expires on July 1, 2024. The Electric would involve four locations: terminal, office, Route 528 Park n Ride and the CNG Plant. Joseph Hasychak made a motion to approve BTA's release of a RFP for an Electric Provider. Lance Calvert seconded the motion. Roll call indicated all ayes.

LEADERSHIP BUTLER COUNTY- John shared that he was part of Leadership Butler County in the past and chaired it as well. He learned valuable information that has assisted in his current role as Executive Director of BTA. It is also a great networking opportunity. The cost is \$2,500 for the year and there are monthly meetings to attend. Kelly has shown an interest in being part of Leadership Butler County. Charles Savannah made a motion to approve Kelly's participation in Leadership Butler County (cost- \$2,500/yr). The program is for a year. This program currently has approximately 40 participants per year. Butler County Chamber of Commerce runs the program. David Johnston seconded the motion. Roll call indicated all ayes.

UPDATED COMMITTEE ASSIGNMENTS- DAVE JOHNSTON- PUBLIC RELATIONS- Charles Savannah made a motion to approve the updated BTA Committee Assignments that reflect David Johnston as part of the Public Relations Committee as well as serving on Sub-Contractor, Capital Improvements and Expansion Committees. Joseph Hasychak seconded the motion. Roll call indicated all ayes. Charles Savannah welcomed David Johnston to BTA's Board and shared his experiences thus far working with David.

FINANCIAL REPORT/STATEMENT- Tiffany presented the January 2024 financial reports for approval. Joseph Hasychak made a motion to approve the January 2024 financial reports as presented. Lance Calvert seconded the motion. Roll call indicated all ayes.

APPROVAL OF THE CHECKS- Tiffany asked for approval of check numbers 534 through 536 from the Project Checking Account. Charles Savannah made a motion to approve check numbers 534 through 536 from the Project Checking Account and Tricia Kradel seconded the motion. Roll call indicated all ayes. Tiffany asked for approval of check numbers 28746 through 28833 from the Regular Checking Account. Charles Savannah made a motion to approve check numbers 28746 through 28833 from the Regular checking account and Joseph Hasychak seconded the motion. Roll call indicated all ayes.

EXECUTIVE DIRECTORS REPORT- Evening and day-time service trips for January 2024 totaled 13,856. An increase of 904 trips from January 2023.

Commuter service total trips were 1,407 for January 2024. An increase of 250 trips from January 2023.

John welcomed David Johnston to BTA's Board of Directors. David Johnston is the former Planning Director for Butler County. John shared that he feels David brings an expertise to BTA's Board.

The MCI bus repair in Illinois is still awaiting parts.

Minutes of the Meeting
February 13, 2024

John was on WISR Radio today with Tyler Friel. John discussed the proposed funding increases put forth by Governor Shapiro, the Route 5 extensions on Saturdays, seniors riding free, the increase in ridership locally and the new mobile ticketing provider coming soon.

The next regular scheduled board meeting is Tuesday March 12, 2024 at 5:00pm at the BTA Transit Center Board room at 130 Hollywood Drive.

There was a brief discussion regarding Commuter ridership and the challenges that BTA and other authorities are facing post pandemic.

QUESTIONS FROM MEDIA/VISITORS- Eddie asked for more details regarding the RFP for Micro Transit. John shared that BTA is looking for a turnkey system. The system would have their own vehicles, drivers, insurance, scheduling system, etc. John also explained why this system is being considered.

ADJOURNMENT – Charles Savannah made a motion to adjourn at 5:24pm and Joseph Hasychak seconded the motion. Roll call indicated all ayes.