

**BUTLER TRANSIT AUTHORITY
MINUTES OF THE MEETING
BUTLER TRANSIT AUTHORITY AT 130 HOLLYWOOD DRIVE
January 10, 2023**

Joseph Hasychak
Charles Savannah
Lance Calvert
Jim Diamond
Chris Rearick

John H. Paul, Executive Director
Rebecca Black, Lutz, Pawk & Black
Eddie Trizzino, Butler Eagle
Ryan Saeler, Butler Media Group
Tiffany Fosnaught

Charles Savannah 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. Joseph Hasychak, Charles Savannah, Jim Diamond, Chris Rearick and Lance Calvert were present. Joseph Gray was absent.

MINUTES OF THE MEETING: Joseph Hasychak motioned to approve the minutes from the December 2022 Board Meeting as presented. This motion was seconded by Jim Diamond. Roll call indicated four ayes and Lance Calvert abstaining due to being absent from last month's meeting.

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) – None.**

NEW BUSINESS

CTAA EXPO-OKLAHOMA CITY MAY 20-24- John is requesting approval to attend the CTAA (Community Transportation Association of America) in Oklahoma City, OK. There will be an Expo (a chance to meet with vendors). This is geared towards smaller authorities. Joseph Hasychak made a motion to approve the attendance of BTA's Executive Director for the CTAA Expo in Oklahoma City from May 20th through May 24th, 2023. Chris Rearick seconded the motion. Roll call indicated all ayes.

ELECTION OF VICE CHAIRPERSON AND SECRETARY/TREASURER- Joseph Hasychak made a motion to nominate Chris Rearick as BTA's Vice Chairperson for 2022. Jim Diamond seconded the motion. Roll call indicated all ayes. Charles Savannah made a motion to nominate Joseph Hasychak as BTA's Secretary/Treasurer for 2022. Lance Calvert seconded the motion. Roll call indicated four ayes and Joseph Hasychak abstaining.

RENICK BROTHERS- HVAC REPAIRS- \$3,830- BTA hired Renick Brothers to conduct the annual inspections of the HVAC Equipment/System at the 130 Hollywood Drive Facility. Tim Boden was very pleased with their service. During the inspection process Renick Brothers found some items that needed repaired. The total cost of these repairs is \$3,830. Jim Diamond made the motion to approve the HVAC repairs at a cost of \$3,830 to be performed by Renick Brothers. Lance Calvert seconded the motion. Roll call indicated all ayes.

FINANCIAL REPORT/STATEMENT- Tiffany presented the December 2022 financial reports. Joseph Hasychak made a motion to approve the December 2022 financial report/statements as presented. Jim Diamond seconded the motion. Roll call indicated all ayes. Tiffany shared that BTA is already halfway through the fiscal year.

APPROVAL OF THE CHECKS- Tiffany asked for approval of check numbers 517 through 520 from the Project checking account. Joseph Hasychak had a quick question regarding a check and Tiffany answered the question appropriately. Lance Calvert made a motion to approve check numbers 517 through 520 from the Project checking account and Jim Diamond seconded the motion. Roll call indicated all ayes. Tiffany asked for approval of check numbers 27779 through 27819 from the Regular checking account. Jim Diamond made a motion to approve check numbers 27779 through 27819 from the Regular checking account and Chris Rearick seconded the motion. Roll call indicated all ayes.

NON AGENDA ITEMS- None.

EXECUTIVE DIRECTORS REPORT- John shared that BTA is currently around \$100,000 under budget according to the statements provided by Tiffany.

Evening and day-time service trips for December 2022 totaled 12,000. An increase of 549 trips from December 2021. The first six months BTA has had an increase of 13,198 trips (17%).

Commuter service total trips were 947 for December 2022. An increase of 159 trips from December 2021. The first six months BTA has had an increase of 2,281 trips (31.5%).

Cathy Williams has updated BTA's SAM's registration (System of Award Management). This is an annual requirement to access grants directly from FTA. Cathy is also working on filing BTA's American Relief Grant with FTA- \$1,382,878. These funds are to be used for the commuter service between Butler and Pittsburgh.

The redo of the ramp to BART/ANR will be completed when weather permits.

BTA can no longer send checks for pension contributions as they need to be sent by ACH. Records of these transactions (from BTA to the Principal- BTA's new provider) will be added to the monthly check lists that are approved by the BTA Board. The Principal does not accept payments by check. BTA staff is in the process of setting this up. This is for informational purposes.

John shared that BTA is currently having some electrical issues with the lighting in the parking lot at 130 Hollywood Drive. The electrician was on site troubleshooting today. Tim is working with them to try to rectify the problem.

The next regular scheduled board meeting is Tuesday February 7, 2023 at 5:00pm at the BTA Transit Center Board room at 130 Hollywood Drive.

QUESTIONS FROM MEDIA/VISITORS- Eddie asked who BTA's Vice Chairperson and Secretary/Treasurer were. John provided the information. There was a brief discussion regarding Joseph Gray's replacement and how that person is appointed. The County Commissioners are still working on Joseph Gray's replacement.

ADJOURNMENT - Joseph Hasychak made a motion to adjourn at 5:14pm and Lance Calvert seconded the motion. Roll call indicated all ayes.