

**BUTLER TRANSIT AUTHORITY
MINUTES OF THE MEETING
BUTLER TRANSIT AUTHORITY AT 130 HOLLYWOOD DRIVE
July 8, 2025**

Chris Rearick
Dave Johnston
Joseph Hasychak
Charles Savannah

John H. Paul, Executive Director
Rebecca Black, Lutz, Pawk & Black
Ryan Saeler, Butler Media Group
Keith Mbulo, MV Transportation
Tiffany Fosnaught

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

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

MINUTES OF THE MEETING: Dave Johnston motioned to approve the minutes from the June 2025 Board Meeting as presented. This motion was seconded by Chris Rearick. Roll call indicated three ayes and Charles Savannah abstaining due to be absent from last month's board 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

PARK AND RIDE AGREEMENT- GLADE RUN CHURCH- John shared that Glade Run Church has asked for a 5% increase in the park and ride agreement. John is asking for approval from the Board to keep the agreement at the same rate (\$6,000/yr) based on usage at the location. Kelly is in current negotiations with Glade Run Church. Charles Savannah made a motion to approve an updated 5-year Park and Ride Agreement with Glade Run Church pending solicitor review at the same current rate of \$6,000/yr. Dave Johnston seconded the motion. Roll call indicated all ayes. BTA will offer this agreement to Glade Run Church upon approval and after solicitor review.

CONCORDIA FREE MEDICAL SERVICE DAY- John shared that BTA provided deviated fixed route service last year for this same event. The event this year will take place on November 8, 2025. It takes place at the Butler Intermediate High School. It is Route 5. Concordia reimburses BTA for the trips. It is free to the people who want to use the bus service as well as the health clinic. The event is actually on November 8th and 9th but BTA does not operate on Sundays so BTA will only be able to service on November 8th. Charles Savannah made a motion to allow BTA to provide deviated fixed route service on November 8, 2025 for the Concordia Free Medical Service Day as stated and Chris Rearick seconded the motion. Roll call indicated all ayes.

SUPPORT LETTER FOR BUS REPLACEMENT- John explained that BTA had a request from PennDOT to supply a support letter. PennDOT is applying to the Federal government for low emissions buses and bus facilities (Low or No Emissions Program). PennDOT would be assisting in replacing two of BTA's buses with this Federal Grant (Bus 1701 & 1702- both are 2017 30' Gillig CNG Buses). Joseph Hasychak asked when the buses would be replaced. John stated that they would be replaced in 2027 according to the useful life policy- 10 years. Dave Johnston made a motion to allow BTA to write and supply a support letter to PennDOT as discussed. Charles Savannah seconded the motion. Roll call indicated all ayes.

ACT 44 REVIEW ACTION PLAN- John reminded the Board that PennDOT had conducted an Act 44 Review at BTA last year. They sent out a final report. In the report there are action items that BTA must concur with. John shared all of the action items and at what stage BTA is currently at with each. BTA has to provide an estimated date of completion and must report quarterly to PennDOT the status of each item until they are resolved/completed. John shared how PennDOT conducts their reviews and how the plans are developed. Charles Savannah made a motion to approve the Act 44 Review Action Plan as presented and Dave Johnston seconded the motion. Roll call indicated all ayes.

FINANCIAL REPORT/STATEMENT- Tiffany presented the June 2025 financial reports for approval. Charles Savannah made a motion to approve the June 2025 financial reports as presented. Dave Johnston seconded the motion. Roll call indicated all ayes. Tiffany shared that this is not the final year-end financial statements. She is still awaiting invoices and based on those there will be journal entries that will need to be made. Year End Financials will be presented in the future for review.

APPROVAL OF THE CHECKS- Tiffany asked for approval of check number 141 from the new State Funding Account. Charles Savannah made a motion to approve check number 141 from the new State Funding Account and Chris Rearick seconded the motion. Roll call indicated all ayes. Tiffany asked for approval of check numbers 30156 through 30175 plus 6/30/25 Payroll (including Payroll taxes and 403b contributions to Principal) from the Regular Checking Account. Charles Savannah made a motion to approve check numbers 30156 through 30175 plus 6/30/25 (including Payroll taxes and 403b contributions to Principal) from the Regular Checking Account. Dave Johnston seconded the motion. Roll call indicated all ayes.

EXECUTIVE DIRECTORS REPORT- John welcomed Keith from MV. Keith is assisting while Laura is out on medical leave.

Evening and day-time service trips totaled 13,252 for June 2025. A decrease of 678 trips from June 2024. Annual local ridership is down 2% (171,625 in 2024 to 167,476 in 2025). John stated that with the fare increase that is not unreasonable.

Commuter service total trips totaled 1,325 for June 2025. A decrease of 96 trips from June 2024. Annual commuter ridership is down 8% (16,730 in 2024 to 15,411 in 2025). BTA will continue to monitor and market to attempt to increase ridership.

The next regular scheduled board meeting is Tuesday August 12, 2025 at 5:00pm at the BTA Transit Center Board room at 130 Hollywood Drive.

QUESTIONS FROM MEDIA/VISITORS- Ryan asked for further details regarding the Glade Run Church Park and Ride agreement. John provided all information requested. Ryan asked if all authorities were required to submit support letters to PennDOT. John explained that any authorities who are requesting bus replacements in the grant application that PennDOT is currently working on. BTA qualifies because the bus replacements would be CNG (low emissions). John further explained how funding could possibly work. If PennDOT would not get the Federal funding they would have to possibly investigate funding with other capital money if available. There was a brief discussion regarding salvage value of buses. Ryan wanted further clarification regarding the Act 44 Review Action Plan and how BTA's response/resolution is carried out. John provided a more detailed explanation.

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ADJOURNMENT- Charles Savannah made a motion to adjourn at 5:25pm. Dave Johnston seconded the motion. Roll call indicated all ayes.