

**BUTLER TRANSIT AUTHORITY
MINUTES OF THE MEETING
BUTLER TRANSIT AUTHORITY AT 130 HOLLYWOOD DRIVE
October 17, 2023**

Charles Savannah
Chris Rearick
Tricia Kradel
Joseph Hasychak
Lance Calvert

John H. Paul, Executive Director
Rebecca Black, Lutz, Pawk & Black
SJ Milliron, Lutz, Pawk & Black
Eddie Trizzino, Butler Eagle
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. Charles Savannah, Joseph Hasychak, Chris Rearick, Lance Calvert and Tricia Kradel were present. Jim Diamond was absent.

MINUTES OF THE MEETING: Lance Calvert motioned to approve the minutes from the September 2023 Board Meeting as presented. This motion was seconded by Joseph Hasychak. 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) – None.**

NEW BUSINESS

PPTA WINTER MEETING- HARRISBURG NOVEMBER 28-30- John asked for permission to attend the PPTA Winter Meeting in Harrisburg, PA from November 28, 2023 through November 30, 2023 (including costs for hotel, meals, tolls and incidentals). John will be the only BTA staff attending. Joseph Hasychak made a motion to approve attendance of the PPTA Winter Meeting in Harrisburg from November 28, 2023 through November 30, 2023 for BTA's Executive Director. Chris Rearick seconded the motion. Roll call indicated all ayes.

CERTIFIED SAFETY AND SECURITY TRAINING- John asked for permission for Tim Boden (BTA's Facilities Manager) to attend Certified Safety and Security Training in Altoona, PA on October 18, 2023 and October 19, 2023 (including registration, hotel, meals and incidentals). Joseph Hasychak made a motion to approve Tim Boden's attendance for Certified Safety and Security Training in Altoona, PA on October 18, 2023 and October 19, 2023 (including registration, hotel, meals and incidentals). Lance Calvert seconded the motion. Roll call indicated all ayes.

FREE HEALTH CLINIC- John shared that the Free Clinic asked if BTA would participate in providing transportation to the Butler Intermediate High School on November 11, 2023. This would be a deviated fixed route for that day. BTA is currently providing 4 trips for Route 5 on Saturdays. This would include two additional trips for that Saturday only. The deviation would be accommodating that stop on Route 5 for that day only. The Butler Area School District already approved BTA's ability to be onsite for the clinic. This would be the first time BTA has assisted in this program. The flyer was shared regarding the services that would be provided by the clinic. Lance Calvert made a motion to allow BTA to provide a deviated Route 5 on November 11, 2023 to accommodate the Free Health Clinic at Butler Intermediate High School. Chris Rearick seconded the motion. Roll call indicated all ayes.

RENICK BROTHERS- GAS LINE REPAIR IN BUS WASH- John explained that Renick Brothers was on site and they shared with BTA that the couplings in the bus wash were rusting. Renick Brothers is proposing a fix at a cost of \$2,980 to replace a number of couplings that are deteriorating. The bus wash is almost thirteen years old. Lance made a motion to approve the proposal from Renick Brothers at a total of \$2,980 for the gas line repair/replacement of couplings in the bus wash. Joseph Hasychak seconded the motion. Roll call indicated all ayes.

FINANCIAL REPORT/STATEMENT- Tiffany presented the September 2023 financial reports for approval. Chris Rearick made a motion to approve the September 2023 financial reports as presented. Joseph Hasychak seconded the motion. Roll call indicated all ayes. John and Tiffany shared that the yearly audit is in full swing.

APPROVAL OF THE CHECKS- Tiffany asked for approval of check number 533 from the Project Checking Account. Joseph Hasychak made a motion to approve check number 533 from the Project checking account and Tricia Kradel seconded the motion. Roll call indicated all ayes. Tiffany asked for approval of check numbers 28432 through 28549 from the Regular Checking Account. Charles Savannah made a motion to approve check numbers 28432 through 28549 from the Regular checking account and Lance Calvert seconded the motion. Roll call indicated four ayes and Tricia Kradel abstaining.

EXECUTIVE DIRECTORS REPORT- Evening and day-time service trips for September 2023 totaled 13,860. An increase of 773 trips from September 2022.

Commuter service total trips were 1,332 for September 2023. An increase of 107 trips from September 2022.

John attended a great Expo. He met with Fare Collection agencies and providers- AVAIL, TSI, Gillig, Bus Stuff, American Seating, Lift-U and others. It was very informative.

BTA's Appreciation Luncheon is at noon on November 5, 2023 at the Butler Country Club.

The next regular scheduled board meeting is Tuesday November 14, 2023 at 5:00pm at the BTA Transit Center Board room at 130 Hollywood Drive.

QUESTIONS FROM MEDIA/VISITORS- Eddie asked for more details regarding the Health Clinic. BTA staff provided the information requested.

Charles Savannah welcomed the new attorney (SJ Milliron) in attendance from Lutz, Pawk and Black.

ADJOURNMENT – Joseph Hasychak made a motion to adjourn at 5:17pm and Lance Calvert seconded the motion. Roll call indicated all ayes.