

**BUTLER TRANSIT AUTHORITY
MINUTES OF THE MEETING
BUTLER TRANSIT AUTHORITY AT 130 HOLLYWOOD DRIVE
October 19, 2021**

Joseph Hasychak
Charles Savannah
Lance Calvert
Jim Diamond
Joseph Gray

John H. Paul, Executive Director
Rebecca Black, Lutz, Pawk & Black
Kevin Boozel, Butler County Commissioner
Ryan Saeler, Butler Media Group
Tiffany Fosnaught

Joseph Hasychak called the meeting to order at 5:00 pm. Board Members, BTA Staff and the Solicitor attended the meeting at the 130 Hollywood Drive location and all others attended via teleconference to allow for social distancing. Once the meeting was called to order it was followed with a moment of silence and the Pledge of Allegiance.

ROLL CALL: Tiffany called the roll. Joseph Hasychak, Charles Savannah, Jim Diamond, Joseph Gray and Lance Calvert were present. Chris Rearick was absent. Attendance was taken for anyone on the teleconference so that Tiffany could document their attendance.

MINUTES OF THE MEETING: Charles Savannah motioned to approve the minutes from the September 2021 Board Meeting as presented. This motion was seconded by Lance Calvert. Roll call indicated four ayes and Joseph Gray abstaining due to being absent at 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

CAPITAL PLAN 2021-2022- John shared that the State has approved the plan that BTA submitted via the Capital Planning Tool for FY2021-2022. The Board was provided a list of the capital items that were submitted. John reviewed the list with the Board along with the funding of each. John answered any questions regarding each project that was listed. These projects probably will not be funded until the Spring of 2022. BTA could get pre-award approval if needed before that. John shared that BTA's grant writer is currently in the process of applying for the CRRSSA and the American Relief Funds on behalf of BTA. BTA would like to purchase an additional coach bus with the CRRSSA funds and use the balance for the operation of the commuter service. The American Relief Funds would be used for the operation and recovery of the commuter service. Charles Savannah made the motion to accept BTA's Capital Plan for FY2021-2022 as presented and Jim Diamond seconded the motion. Roll call indicated all ayes. Joseph Gray asked what the differences were between the costs of what BTA had already spent with the bus wash versus what is being listed for FY2021-2022. John answered accordingly.

CAPITAL PLAN LOCAL MATCH RESOLUTION - John read aloud BTA's proposed 2021-2022 Capital Plan Local Match Resolution. Joseph Hasychak made a motion to approve BTA's Capital Plan Local Match Resolution for FY 2021-2022 as presented and Joseph Gray seconded the motion. Roll call indicated all ayes.

CHANGE ORDER #3- \$3,149.89 - John explained that this change order is in regards to: complete roof leader change and interior signage change totaling \$3,149.89. Charles Savannah made a motion to approve Gannett Fleming change order #3 for BTA's Wait Area Project in the amount of \$3,149.89 and Lance Calvert seconded the motion. Roll call indicated all ayes.

CHRISTMAS PARADE PARTICIPATION - John stated that this item had been approved at a prior meeting (the budget meeting). John just wanted to bring it before the Board once more for discussion. BTA no longer has the dry cleaners that used to clean the Santa Bus outfit. They have gone out of business. Charles Savannah made a motion for BTA to participate in the 2021 Christmas Parade and Joseph Gray seconded the motion. John shared that there will be a new staff member decorating the bus this year since Karl is retired now. Roll call indicated all ayes.

FINANCIAL REPORT/STATEMENT- Tiffany presented the September 2021 financial reports. Joseph Hasychak made a motion to approve the September 2021 financial report/statements as presented. Joseph Gray seconded the motion. Roll call indicated all ayes. Tiffany shared that BTA's annual audit will be presented at the next meeting for approval.

APPROVAL OF THE CHECKS- Tiffany asked for approval of check numbers 481-482 from the Project checking account. Joseph Gray made a motion to approve check numbers 481-482 from the Project checking account and Jim Diamond seconded the motion. Roll call indicated all ayes. Tiffany asked for approval of check numbers 26580 through 26656 from the Regular checking account. Charles Savannah made a motion to approve check numbers 26580 through 26656 from the Regular checking account and Lance Calvert seconded the motion. Roll call indicated all ayes.

NON AGENDA ITEMS- Joseph Hasychak welcomed Commissioner Boozel.

EXECUTIVE DIRECTORS REPORT- Evening and day-time service trips totaled 9,087 for September 2021. A decrease of 2,664 trips from September 2020.

Commuter service total trips were 680 for September 2021. An increase 39 trips from September 2020. Currently BTA is offering free fares for Commuter Service. BTA is offering free fares until all of the commuter routes can be reinstated. MV Transportation will resume two trips per day starting this Friday (and this includes servicing at the East Busway). BTA is hopeful to return to full service over the next couple of months. John sent a thank you today to Lenzners Bus Lines for their quick actions in assisting BTA during this difficult time.

Construction is progressing and is ahead of schedule. They are hoping to be done by Christmas 2021. They have until February 2022.

Starting next week- Local Service Monday through Friday will be fully functional. Saturday Service will still only be through Trip 8. Joseph Hasychak asked if there were a lot of complaints regarding reduced service. John relayed that there were some, but most people understood and were thankful for the service that was being provided.

MV Transportation's manager has submitted her resignation and Laura Felton is returning to the position on November 1, 2021. John thanked Teresa for her service.

Passengers need to continue to visit BTA's website for timely updates.

The next regular scheduled board meeting is Tuesday November 16, 2021 at 5:00pm at BTA Transit Center Board room at 130 Hollywood Drive. This will be the annual audit review meeting. Draft Audits will be mailed prior to the meeting for review.

Minutes of the Meeting
October 19, 2021

QUESTIONS FROM MEDIA/VISITORS- Commissioner Boozel mentioned service to Slippery Rock. John shared that Campbell's Bus Lines had contacted BTA regarding servicing the students on campus. John also shared that with Board and County approval he would continue to research the possibility of a demonstration project that could service this area. Commissioner Boozel stated that he has been receiving calls regarding transporting students from Butler to Slippery Rock and back to Butler. There was a brief discussion regarding local match and funding. John will continue to explore options regarding the matter.

ADJOURNMENT- Jim Diamond made a motion to adjourn the meeting at 5:38pm and Joseph Gray seconded the motion. Roll call indicated all ayes.