

**BUTLER TRANSIT AUTHORITY  
MINUTES OF THE MEETING  
BUTLER TRANSIT AUTHORITY AT 130 HOLLYWOOD DRIVE  
September 22, 2020**

Joseph Hasychak  
Charles Savannah  
Joseph Gray  
Lance Calvert  
Jim Diamond  
Chris Rearick

John H. Paul, Executive Director  
Rebecca Black, Lutz & Pawk  
Steve Ferris, Butler Eagle  
Teresa Cygan, MV Transportation  
Tiffany Fosnaught

---

Lance Calvert 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, Lance Calvert Jim Diamond and Chris Rearick were all present. Attendance was taken for anyone on the teleconference so that Tiffany could document their attendance.

**MINUTES OF THE MEETING:** Joseph Hasychak motioned to approve the minutes from the August 2020 Board Meeting as presented. This motion was seconded by Charles Savannah. Roll call indicated five ayes and Joseph Gray abstaining due to being absent at last month's meeting.

**CORRESPONDENCE:** Joseph Haychak read two correspondences. One from the Butler Area Public Library acknowledging a gift of a book in memory of Rita Savannah. The other was a thank note from the family of Rita Savannah for the donation of the book. Charles Savannah thanked the Board personally as well.

**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**

**ADA PARATRANSIT RFP RELEASE-** John shared that BTA's ADA Paratransit Contract expires June 30, 2021. John and Rebecca would work together on the RFP. John disclosed the details of how passengers qualify for ADA services as well as what all the ADA RFP will entail. Joseph Hasychak made a motion to allow for the release of BTA's ADA Paratransit RFP which is due to expire on June 30, 2021. Lance Calvert seconded the motion. Roll call indicated all ayes.

**REPRESENTATION/LOBBYING RFP RELEASE-** John shared that BTA's current Representation/Lobbying Contract is due to expire on June 30, 2021. John and Rebecca would also work together to compile this RFP. Charles Savannah made a motion to allow the release of BTA's Representation/Lobbying RFP in Harrisburg which is due to expire on June 30, 2021. Joseph Hasychak seconded the motion. Roll call indicated all ayes.

**RESOLUTION AUTHORIZING DOTGRANTS OBJECTS-** John reviewed with the Board that PennDOT requires this resolution and read through the details of the affected positions and their entitlements in DotGrants. Joseph Gray made a motion to approve the resolution authorizing the Executive Director, Grants Administrator and Finance Manager to perform the listed duties as stated to allow for submittal of information pertaining to BTA through DotGrants to PennDot. Lance Calvert seconded the motion. Roll call indicated all ayes.

**FINANCIAL REPORT/STATEMENT-** Tiffany presented the August 2020 financial reports. Joseph Hasychak made a motion to approve the August 2020 financial report/statements as presented. Joseph Gray seconded the motion. Roll call indicated all ayes. Tiffany and John shared that COVID-19 expenses will need to be reclassified going forward.

**APPROVAL OF THE CHECKS-** Tiffany asked for approval of check numbers 450 through 453 from the Project checking account. Charles Savannah made a motion to approve check numbers 450-453 from the Project checking account and Joseph Gray seconded the motion. Roll call indicated all ayes. Tiffany asked for approval of check numbers 25418 through 25537 from the regular checking account. Charles Savannah made a motion to approve check numbers 25418 through 25537 from the regular checking account and Lance Calvert seconded the motion. Roll call indicated all ayes.

**NON AGENDA ITEMS-** None.

Minutes of the Meeting  
September 22, 2020

**EXECUTIVE DIRECTORS REPORT-** Evening and day time service trips totaled 11,495 for August 2020. A decrease of 5,738 trips from August 2019- a 33% decrease from last year.

Commuter service total trips were 650 for August 2020- a 80.5% drop from August 2019.

Terminal will still remain only open for ticketing. No chairs or restrooms. BTA is continuing this policy for public health reasons.

Numerous phone meetings continue. Some in person meetings have begun.

A number of in-person meetings in State College were scheduled to develop language for the next State Transit Bill. Those meetings are almost complete.

The next regular scheduled board meeting is Tuesday October 13, 2020 at 5:00pm as discussed.

**QUESTIONS FROM MEDIA/VISITORS-** Steve Ferris requested clarification of all matters discussed since his connection of the meeting was not very clear. John provided the information as requested.

**ADJOURNMENT TO EXECUTIVE SESSION-** Joseph Gray made a motion to adjourn the meeting at 5:22pm and Joseph Hasychak seconded the motion. Roll call indicated all ayes.