

**BUTLER TRANSIT AUTHORITY
MINUTES OF THE MEETING
BUTLER TRANSIT AUTHORITY AT 130 HOLLYWOOD DRIVE
February 7, 2023**

Charles Savannah
Chris Rearick
Lance Calvert
Jim Diamond
Tricia Kradel

John H. Paul, Executive Director
Ryan Markey, Lutz, Pawk & Black
Eddie Trizzino, Butler Eagle
Ryan Saeler, Butler Media Group
Laura Felton, MV Transportation
Cooky Diamond, Public
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, Jim Diamond, Chris Rearick, Lance Calvert and Tricia Kradel were present. Joseph Hasychak was absent.

MINUTES OF THE MEETING: Jim Diamond motioned to approve the minutes from the January 2023 Board Meeting as presented. This motion was seconded by Chris Rearick. Roll call indicated four ayes and Tricia Kradel abstaining due to the fact that this was her first BTA Board Meeting.

CORRESPONDENCE: Charles Savannah read a letter from the Butler County Commissioners appointing Tricia Kradel to BTA's Board for a 5-year term. Charles Savannah also read a letter from Allegheny County that was addressed to Tim Boden. The letter from the Allegheny County Emergency Services Fire Academy thanked BTA and staff (including MV staff) for providing the CNG bus that was provided for the Instructor/Evaluator Hazardous Materials Operations Refresher course held on January 21, 2023. John thanked Laura and her staff for their participation in this matter.

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

WELCOME TRICIA KRADEL- NEW BOARD MEMBER- Everyone at the meeting took a moment to introduce themselves and then Tricia introduced herself and shared some information regarding both her professional and personal life. Everyone welcomed her.

TRESPASS AND BAN POLICY- John shared that this policy and the Exclusion of Service and Disruptive Passenger Policy are by recommendation from the State Association and Jill Nagy (the State Association Solicitor). Rebecca has been reviewing both policies. BTA already has similar policies but will need to revise them to coincide with the policies that the State Association and Jill are presenting. Lance Calvert made a motion to approve the revision of BTA's Trespass and Ban Policy to coincide with the State Association and State Legal Representation's recommendations upon BTA's Solicitor review. Tricia Kradel seconded the motion. Roll call indicated all ayes.

EXCLUSION OF SERVICE AND DISRUPTIVE PASSENGER POLICY- Charles Savannah made a motion to approve the revision of BTA's Exclusion of Service and Disruptive Passenger Policy to coincide with the State Association and State Legal Representation's recommendations upon BTA's Solicitor review. Jim Diamond seconded the motion. Roll call indicated all ayes.

WESTMORELAND COACH BUSES- John informed the Board that last week one of the engines in one of the CNG Coach Buses blew. It only had 170,000 miles on it. That bus is currently at Cummins. Because of this issue BTA did not have any spare buses for the commuter service. John contacted Westmoreland Transit because he was aware that their service to Pittsburgh was reduced since COVID. BTA is still awaiting the new Commuter Bus that is on order. It is on track to arrive at the end of March 2023. John asked Alan Blahovec from Westmoreland Transit if BTA could possibly lease a couple of buses for up to six months to allow for BTA to have enough spare buses. Westmoreland agreed to lease two buses to BTA and John had Rebecca compose the proper paperwork and it was sent and signed. This agreement was for \$50 (\$25 per bus). BTA has diesel bus oil that is never going to be used since BTA now uses all CNG buses. John asked Mr. Blahovec if Westmoreland Transit would have any use for the oil. Westmoreland Transit is going to take the diesel bus oil for a price of \$50. BTA is appreciative for Westmoreland's cooperation in this matter. John further explained that the Westmoreland Transit Coach Buses would only be used as a last means and would be used on the Route 68, Route 79, Route 279 Pittsburgh Bus Route since this route does not have flag stops. BTA will have signage made as to avoid confusion for passengers because the appearance of these buses are different that BTA's. Jim Diamond questioned the life expectancy of the current BTA Coach Buses. John explained that they are listed as twelve-year buses and the warranty on this particular bus had just run out. This was for informational purposes. This was an immediate solution to the current problem.

FINANCIAL REPORT/STATEMENT- Tiffany presented the January 2023 financial reports. Jim Diamond made a motion to approve the January 2023 financial report/statements as presented. Chris Rearick seconded the motion. Roll call indicated all ayes. Tiffany shared that the financial reports that were distributed that evening included depreciation, bank reconciliations and more vendor invoices than the original board kits that were mailed. The Board Kits were mailed out early in the month and did not allow for these items to be completed before that timeframe.

APPROVAL OF THE CHECKS- Tiffany asked for approval of check numbers 27820 through 27893 from the Regular checking account. Lance Calvert made a motion to approve check numbers 27820 through 27893 from the Regular checking account and Jim Diamond seconded the motion. Roll call indicated all ayes.

NON AGENDA ITEMS- None.

EXECUTIVE DIRECTORS REPORT- Evening and day-time service trips for January 2023 totaled 12,952. An increase of 3,468 trips from January 2022. That is the largest increase in any month that John has ever seen.

Commuter service total trips were 1,157 for January 2023. An increase of 463 trips from January 2022.

BTA had an electrical event that caused damage to many of the lighting ballasts and the low voltage control system (Lutron). One of the transfer switches failed when the generator conducted the weekly testing. Tim is getting quotes for the repairs. BTA has filed an insurance claim.

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

QUESTIONS FROM MEDIA/VISITORS- Eddie asked if the policies discussed were new policies. John explained that these were revisions to policies that BTA already has in place- it is mainly "language issues". Eddie also asked if passengers would be seeing a lot of the Westmoreland Transit Buses. John shared that these buses would only be used in last case scenarios as stated previously. Ryan asked when these buses could possibly be utilized. John is hopeful that they would be ready as early as next week. There was a brief discussion regarding the new bus that is on order and the possible delivery date. Ryan asked how much oil is being sold to Westmoreland. John provided the information accordingly.

ADJOURNMENT - Jim Diamond made a motion to adjourn at 5:28pm and Lance Calvert seconded the motion. Roll call indicated all ayes.