

**BUTLER TRANSIT AUTHORITY
MINUTES OF THE MEETING
BUTLER TRANSIT AUTHORITY AT 130 HOLLYWOOD DRIVE
March 8, 2022**

Joseph Hasychak
Charles Savannah
Lance Calvert
Joseph Gray
Jim Diamond

John H. Paul, Executive Director
Rebecca Black, Lutz, Pawk & Black
Eddie Trizzino, Butler Eagle
Ryan Saeler, Butler Media Group
Tiffany Fosnaught

Charles Savannah called the meeting to order at 5:00 pm. Board Members, BTA Staff and the Solicitor attended the meeting 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, Lance Calvert and Joseph Gray 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: Joseph Hasychak motioned to approve the minutes from the February 2022 Board Meeting as presented. This motion was seconded by Lance Calvert. Roll call indicated four ayes and Joseph Gray abstaining due to being absent from the February 2022 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

LETTER OF INTENT- MCI 45' CNG COACH BUS \$798,899.03- Rebecca shared that she has already reviewed this letter of intent from BTA to New Flyer Industries. Rebecca spoke about the details of the letter. John informed the Board that this bus would be purchased with CRRSSA Funds. Cathy Williams is currently working on the grant. John explained that after the purchase of the bus the remainder of CRRSSA Funds (\$117,476.00) would be used for commuter service operations. After the purchase of this bus BTA would have the proper spare bus ratio for the commuter service. There was a brief discussion regarding the timeframe for receiving the bus and if the specifications for this bus are the same as the current commuter buses. Joseph Hasychak made a motion to start the process of purchasing one MCI 45' CNG Coach Bus from New Flyer Industries for \$798,899.03 by sending a letter of intent and Lance Calvert seconded the motion. Roll call indicated all ayes.

CHANGE ORDER #7- \$4,250.15- WOOD DOORS- John shared that the change order was because of the fact that the doors at the Wait Area did not match the existing doors at 130 Hollywood Drive and there was a problem getting them from the manufacturer. There was a brief discussion regarding who was at fault. Joseph Hasychak made a motion to approve Change Order #7 in the amount of \$4,250.15 for Interior Wood Door Changes and Charles Savannah seconded the motion. Roll call indicated all ayes.

CHANGE ORDER #7- \$6,810.98- CANOPY ROOF COLOR- John explained that the specifications called for the new canopies to be a bronze color even though the existing ones are blue. They are having issues with supply. John shared that there will be another change order coming regarding the signage for "Butler Transit Authority". The colors are too close together and need to be addressed so that there is more visibility (clarity) from the road. Jim Diamond made a motion to approve Change Order #7 in the amount of \$6,810.98 for Canopy Color Changes and Joseph Hasychak seconded the motion. Roll call indicated four ayes and Joseph Gray with a nay.

FINANCIAL REPORT/STATEMENT- Tiffany presented the February 2022 financial reports. Joseph Hasychak made a motion to approve the February 2022 financial report/statements as presented. Joseph Gray seconded the motion. Roll call indicated all ayes.

APPROVAL OF THE CHECKS- Tiffany asked for approval of check numbers 495 through 496 from the Project checking account. Joseph Gray made a motion to approve check numbers 495 through 496 from the Project checking account and Joseph Hasychak seconded the motion. Roll call indicated all ayes. Tiffany asked for approval of check numbers 26925 through 27004 from the Regular checking account. Joseph Gray made a motion to approve check numbers 26925 through 27004 from the Regular checking account and Lance Calvert seconded the motion. Roll call indicated all ayes.

NON AGENDA ITEMS- None.

EXECUTIVE DIRECTORS REPORT- Evening and day-time service trips for February 2022 totaled 10,173. A decrease of 86 trips from February 2021. Commuter service total trips were 703 for February 2022. An increase of 81 trips from February 2021.

Cathy Williams is working on the CRRSA Grant. The balance of the grant after the bus purchase will be \$117,476.00 to be used for commuter service operations.

Construction is progressing slowly and contractors are expecting final materials in early April.

The next regular scheduled board meeting is Tuesday April 26, 2022 at 5:00pm at BTA Transit Center Board room at 130 Hollywood Drive. This will be BTA's FY 2022-2023 budget meeting.

QUESTIONS FROM MEDIA/VISITORS- Eddie asked for clarification and spelling of the grant name for the bus purchase and also if the grant will pay for the entire purchase. Answers were provided by BTA staff. Eddie asked how many people the bus would seat. John replied with approximately 58 people. Ryan stated that he had notes from August of 2021 that action was taken regarding the purchase of an additional bus. John explained that the bus from August was being requested from a different funding source and will be pushed back as a replacement bus unless BTA needs it sooner for expansion reasons. John also shared that since the CRRSSA funding source is 100%, it will be an easier process to obtain.

ADJOURNMENT - Joseph Hasychak made a motion to adjourn at 5:24pm and Joseph Gray seconded the motion. Roll call indicated all ayes.