

**BUTLER TRANSIT AUTHORITY
MINUTES OF THE MEETING
BUTLER TRANSIT AUTHORITY AT 130 HOLLYWOOD DRIVE
May 15, 2018**

Joseph Hasychak
James Diamond
Joseph Gray
Maggie Stock
Lance Calvert

John H. Paul, Executive Director
Larry Lutz, Lutz & Pawk
Kim Geyer, Butler County Commissioner
Leslie Osche, Butler County Commissioner
Ryan Saeler, Butler Media Group
Paula Grubbs, Butler Eagle
Tiffany Fosnaught

Maggie Stock called the meeting to order at 5:00 pm with a moment of silence followed by the pledge of allegiance.

ROLL CALL: Tiffany Fosnaught called the roll. Joseph Hasychak, Joseph Gray, Maggie Stock, Lance Calvert and Jim Diamond were all present. Charles Savannah was absent.

MINUTES OF THE MEETING: Lance Calvert motioned to approve the minutes 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

DEMONSTRATION SERVICE BUDGET- John reviewed the budget with the Board. John explained why the CMAQ funding only applied to the Route 68 service and why BTA will have to track Route 68 expenses independently from Route 8 moving forward. Joseph Gray made a motion to accept BTA's First Year Commuter Service Budget 2018-19 (Demonstration Service Budget) as presented and Joseph Hasychak seconded the motion. John confirmed that the fuel expenses were CNG fuel only and included equipment rental costs since BTA's CNG fueling station is still not in place. John also shared that the final specs for the fueling station are supposedly to go out in the next couple of weeks but the planned finished construction is not to be until April 2019. Lance Calvert questioned the advertising revenue figure listed and John further explained the justification of that figure. The advertising policy was discussed. Roll call indicated all ayes.

DEMONSTRATION SERVICE SCHEDULE- Joseph Hasychak made a motion to approve the Demonstration Service Schedule (Butler/Pittsburgh Weekday Commuter Service) and Fares listed as presented. Jim Diamond seconded the motion. John shared that MV Transportation ran the buses at the times listed that very morning but they still may require some minor adjustments due to construction. Passengers will have cash or ConnectCard options. Lance Calvert questioned the \$5.00 one-way price for a passenger for Commuter Service. John explained that the attraction is that commuters would save a substantial amount of money and CMAQ funds would make up the difference of the costs for BTA since this would promote saving on pollution among many other saving factors. CMAQ funds would also assist with the costs of Park and Rides for the same reason. Roll call indicated all ayes.

DEMONSTRATION SERVICE PERFORMANCE GOALS- Joseph Hasychak made a motion to accept BTA's Demonstration Service Performance Goals as presented and Joseph Gray seconded the motion. John shared that these goals must be met by the third year during the Demonstration Project. PennDot mandated these goals after negotiating with BTA. If these goals are not met by the third year then the funding goes away. Roll call indicated all ayes.

CUSTOMER SATISFACTION SURVEY RESULTS- John reviewed the results with the Board and pointed out the highlights of the results. Overall BTA received very favorable results. This was more for informational purposes.

PULLMAN STANDARD RECOGNITION/REMEMBRANCE- This item was brought to John by Board Member Jim Diamond. Jim Diamond shared with the Board the fact that there is a group that he is a member of that has met several times at 130 Hollywood Drive. This group is passionate about remembering the Pullman Standard location and wanted to do something special. Their idea was to place banners on BTA's current light poles at this location with pictures of Pullman's railcars, equipment, etc. with a story (two banners per pole- 18 poles- 36 banners)

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and a tag with the donor(s) name(s) and in remembrance of the person they want. The Historical Society has been assisting Jim Diamond and these individuals with this project. Jim and this group also have proposed that a memorial sign be placed on the property by the yellow railcar stating that this was where Pullman Standard used to be (they are working on a possible PA Historical Marker).

John also shared that BTA is now working on the design for the wait area/training area for the add-on to the current office for the Park and Ride (making this a Multi Modal Transit Center as originally planned) and would like to incorporate space for some of the Pullman Standard memorabilia. This would entail a possible area for trophy cases to enclose and secure these items. Joseph Gray made a motion to approve the banners on BTA's current light poles as well as adding space to the current plans for the wait area for Pullman Standard memorabilia and Joseph Hasychak seconded the motion. Roll call indicated all ayes. Jim and his group are still gathering prices for the banners. Jim thanked everyone.

PPTA SUMMER MEETING - Maggie Stock asked for a motion to approve the attendance of the Executive Director at the PPTA Summer Meeting in Philadelphia July 21-24, 2018. Jim Diamond made the motion to approve the attendance of BTA's Executive Director at the PPTA Summer Meeting in Philadelphia from July 21 through July 24, 2018 and the costs associated that go along with it. Joseph Hasychak seconded the motion. Roll call indicated all ayes.

APTA ANNUAL CONFERENCE- Maggie Stock asked for a motion to approve the attendance of the Executive Director at the APTA Conference September 22-26, 2018. Joseph Gray made the motion to approve the attendance of the Executive Director at the APTA Conference September 22-26, 2018 in Nashville, TN and Jim Diamond seconded the motion. Roll call indicated all ayes.

FINANCIAL REPORT/STATEMENT- Tiffany presented the financial reports. Tiffany reminded the Board that the Fiscal Year end is approaching and the audit season will be here soon. Maggie Stock made a motion to approve the April 2018 financial report/statements as presented. Joseph Gray seconded the motion. Roll call indicated four ayes and Joseph Hasychak abstaining.

APPROVAL OF THE CHECKS- Tiffany asked for approval of check numbers 22983 through 23073 from the regular checking account. Joseph Hasychak made a motion to approve check numbers 22983 through 23073 from the regular checking account and Jim Diamond seconded the motion. Roll call indicated all ayes.

NON AGENDA ITEMS- Joseph Hasychak questioned if the City's Local Match was paid and John replied that it was. Joseph Hasychak also discussed the letter that Dave Zarnick received and asked if there was going to be a liaison appointed by the County. John referred him to Commissioner Kim Geyer and she answered accordingly.

EXECUTIVE DIRECTORS REPORT- John welcomed Commissioner Kim Geyer.

Evening and day time service trips totaled 14,990 for April 2018. A decrease of 396 trips from April 2017.

Commuter Ridership averaged 90.4 trips per day in April 2018- an increase over March 2018.

John had a good production meeting at Gillig for the next three CNG buses. Their new facility is very impressive and John shared how their system operates- they are now producing an extra bus every day. John thanked the Board for the opportunity.

The Executive Director for the Community Transportation Association of America, Scott Bogren, and his assistant Rich Sampson visited BTA for a few of hours on April 19th to see the facility and discuss transportation issues in rural communities. John may attend an Expo with the Association in the future.

John shared that the City and the Township are no longer members of the Transit Authority as of mid-April. Butler County is now the only municipality that is a member of the Transit Authority. The Butler County Commissioners have approved all three local match resolutions (local match for local operational service, local match for the demonstration commuter project for FY 1-19 and local match for capital or operating expenses for FY18-19 or subsequent years) at their April 18, 2018 meeting. John thanked the Commissioners for their approval of these resolutions.

The Spring PPTA Conference went well. John met with PennDot and they have appointed an architectural firm to develop the cost estimate for the wait area, park and ride and training room. John is hopeful that this project will move forward- especially if the commuter service goes as well as planned. John hopes the Board enjoyed their trip to Lancaster as well.

As mentioned previously MV Transportation traveled the Route 68 corridor this morning in order to work out times for the new Commuter Schedule.

The next regular scheduled board meeting is Tuesday June 12, 2018 at 5:00pm at the Butler Transit Authority facility.

QUESTIONS FROM MEDIA/VISITORS- Commissioner Kim Geyer spoke to all present and reassured all present that the County Commissioners are very committed to assisting in every way with BTA's Demonstration Project (Route 8 and Route 68). She shared a webinar that she had just attended and some future app ideas. She also informed everyone that the Commissioners will be attending a

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Conference in hopes that all the Township officials will be able to hear more about Transportation and the goal is to eliminate the stigmas that are currently being portrayed. Commissioner Kim Geyer thanked the BTA Board for their work.

Ryan Saeler asked if the Demonstration Budget information is available. John explained that they the information is not technically finalized since the minutes have not been approved and the schedules have not been “tweaked” but he would be happy to answer any questions. John would like to incorporate all of this on the new website. Ryan asked if BTA would notify him when this information is available. Ryan asked about the meeting with PennDot and the Multi Modal Project. John discussed the design phase of the new Wait Area that would be added on at the current office. John thanked the Board and the Commissioners for their support. There is not a definite timeline since the goals have to be met first.

Paula Grubbs questioned Jim Diamond regarding the costs of the banners and the location of the light poles. Jim Diamond explained that the group is still obtaining costs for the banners. Jim showed Paula where the light poles were. Paula asked about what might be placed on the banners. Jim answered accordingly.

ADJOURNMENT- Joseph Hasychak made a motion to adjourn the meeting at 5:50pm. Joseph Gray seconded the motion. Roll call indicated all ayes.