



Jeremy Peterson
Chief Executive Officer

Erie Metropolitan Transit Authority
127 East 14th Street
Erie, Pennsylvania 16503

**Erie Metropolitan Transit Authority
Board Meeting
April 28th, 2025
MINUTES**

Attendance via zoom & hybrid meeting:

Board members	EMTA Staff	Guests
Ashley Lawson (Absent)	Jeremy Peterson	Ethan Turner
George Willis (V)	Dave Robinson	Tyler Titus
Lyn Twillie-Darby (V)	Ed Torres	Deb Spilko
Ron Jones (In person)	Dani Duran	Joel Marz
Shantell Hilliard (V)	Vicky Takach	
Dr. Ben Wilson (V)	Sarah Morrison	
Jill Nagy (V)	Branden Montgomery	
	Adriana Sornberger	

The board meeting was called to order at 4:01PM.

Dr. Ben Wilson asked for approval of the April 28, 2025, meeting agenda. George made a motion to approve. Ron seconded. Motion passed.

Dr. Ben Wilson asked for approval of the March 24, 2025 meeting minutes. Ron made a motion to approve. George seconded. Motion passed.

SOLICITORS ANNOUNCEMENTS: None

CEO ANNOUNCEMENTS: Former board member Jessica Molczan passed away.

PUBLIC COMMENT: None

CEO REPORT:

- **FTA Triennial Review** – May 20th-22nd, in person
- **Northwest Transit Managers Meeting** – April 2nd (held quarterly)
- **SAFTI Board Meeting** – April 4th, voted in favor of
- **Bike Share Stakeholder Meeting** – Initial talks regarding a piloted bike share program within the city of Erie.
- **Brevillier Village** – Matt & Pat met with staff on April 16th to discuss possible additional ridership to their agency. They will be conducting internal surveys with employees.
- **April 20th-23rd** – Travelled to Harrisburg and attended multiple meetings with Democrat Republican legislatures around the commonwealth.
- **TOD Space Lease** – Met with tenant, cleaned up items such as dumpster placement and cleaning/maintenance, working on parking still. Close to final punch list items. There is a draft lease, Knox Law still working on final. Asking



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for Board approval, subject to final legal review.

Jill and Jeremy asked for **conditional approval** of the lease agreement. George made a motion to approve. Lyn seconded. Motion passed.

- **Montauk Renewables Contract** – Would allow Montauk to give us monetary credit for the use of our CNG (does not have any impact) Non-traditional revenue. Dave will be reading meters and doing reports every month. Dispensing pump in process of getting registered. Dave reports CNG usage every month and we would get around \$10-15K.

Jeremy and Jill asked for approval of the Montauk Renewables Contract. Lyn made a motion to approve. George seconded. Motion passed.

- **PennDot Act 44 Action Plan** – sent after very review with recommendations.

Jeremy asked for approval of the PennDot Act 44 Action Plan. George made a motion to approve. Ron seconded. Motion carried.

SOLICITOR REPORT: None

EXECUTIVE COMMITTEE: None

FINANCE COMMITTEE:

- Vicky reviewed the February preliminary reports. Lyn made a motion to approve. Shantell seconded. Motion passed.

PERSONNEL COMMITTEE: March 31st 9 driver applications received, 4 in person interviews conducted. 2 in process for LIFT & none for fixed route. Offer sent for HR generalist. Previously known as HR Director, but will now be an HR Generalist position to allow room for growth.

MARKETING COMMITTEE:

- New marketing plan for 2025-2027
- Travel training with YMCA, Fort Lebouf, refugee committees and SCI Albion
- Updating system maps
- Working with ECAT for mural updates
- Rider appreciation days May 6-9th; Facebook contest, rider giveaways, coffee and donuts & free fare day (needs board approval)

Shantell asked for approval of free fare day for Wednesday May 7th for rider appreciation days (fixed & ADA). Lyn made a motion to approve. George seconded. Motion passed.

OPERATIONS COMMITTEE: March ridership stats: 122,374 rides for fixed route and 11,374 rides for LIFT with 3,212 of them being ADA rides.



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PLANNING COMMITTEE: None

NEGOTIATING COMMITTEE: None

NOMINATING COMMITTEE: None

CHAIRWOMAN'S REPORT: None

OLD BUSINESS: None

NEW BUSINESS: Meeting a week earlier in May due to Memorial Day.

ADJOURNMENT: Dr. Ben Wilson made a motion to adjourn the meeting. George made a motion to approve. Shantell seconded. Motion carried.

The meeting adjourned at 4:43PM.

The next meeting will be **May 19th, 2025** via **ZOOM**
and In-person @ 4:00 p.m.