

## **HAT Commission**

Meeting: October 14, 2025 at 5:30, Second Floor Mayor's Conference room

Present: Dan Warriner, William Tucker, Geoff Thomas, Steve Peck, David Sutfin, Lita Brown, Holly Snyder, Kim Courtney, Jessica Cleveland

Meeting was called to order at 5:26pm.

Motion to approve the minutes from previous 3/03/25 meeting by Steve Peck, second by Lita Brown. Ayes All.

Review of ridership and mileage comparing 2024 to 2025 to date. The July-September period saw a significant reduction in ridership (about 25%). There were several drivers out during the summer period for various reasons. With very limited drivers, trips were difficult to accommodate. Kim noted there were no requests for summer recreation transportation this year, which also reduced ridership some as well. Fleet condition also had a negative impact on ridership. Motion to approve ridership and mileage by William Tucker, second by Dave Sutfin. Ayes all.

Financial review provided. STOA funds remain at Hold Harmless levels. The increased STOA funds decreased federal operating assistance needed and we have remained within budget.

2 buses received in May from the 2019-2020 5311 Grant. Continue to work on payment for buses. DOT recently reviewed applications and were able to increase federal funds, which decreased ATC funds. Waiting for new Schedule A to complete new payment requests.

CARES payment of \$144,937.48 received. Remaining CARES balance of: \$33,736.64. CRRSAA balance remains at: \$24,063. These funds will be utilized before any operating assistance and likely will all be utilized at the end of this fiscal year.

The 2021-2023 5311 Grant had no operating assistance funds as CARES and CRRSAA funds remain. Capital funding for 6 buses and buses have been ordered. Vendor is manufacturing all 6 buses. Plan for 3 before this fiscal year and 3 more in June of the next fiscal year.

2024-2025 5311 Awards provided on Friday afternoon. Capital funding for 3 buses provided for a total maximum project cost of \$486,603. Core and SES Operating funding in the amount of \$793,619 also awarded. Total project of \$1,587,238. 5311 funding is a 50% match with STOA, fares, and local match. These funds roll over from year to year.

Review of ATC funds. ATC funds will be utilized as the 10% local match for the 2 buses received in the revised amount of \$25,159. Applications also completed for the 10% local match of the 2021-2023 5311 capital funds for 6 buses in the amount of: \$85,879. Finally, due to many extensive and expensive repairs, we completed an application for \$38,500. This includes

several transmissions and 1 head gasket repair. At the end of September, we received \$40,442 for 2025/2026 FY. Final ATC balance will be: \$238,381.83.

Kim, Jessica and Geoff completed the Drug and Alcohol program manager training in early October. We also anticipate a 19A review.

Staff update: We are very concerned regarding drivers. One driver resigned related to health issues. One is expected to retire at the end of the year. Another on leave in December, and several vacations planned. This will create difficulties to staff routes and may result service reduction. We continue to try to recruit with limited success. We have 1 driver who passed his permit and looking to onboard. Continue to seek recruitment opportunities and ideas.

Review of the fleet provided. Several buses are down related to need for repairs.

The following resolutions were reviewed:

Resolution to approve the Drug and Alcohol policy. As the governing body, the Commission can review the Drug and Alcohol policy for approval. The policy was reviewed. Motion to approve the policy provided by Steve Peck and seconded by Lita Brown. Ayes all. Policy signed by Chairman Warriner.

Resolution to approve the FTA Title VI plan. As the governing body, the HAT Commission reviews and provides approval for the plan. The Commission reviewed the plan. Motion to approve the plan provided by Dave Sutfin and seconded by William Tucker. Ayes all.

Discussion regarding next meeting. Will look at scheduling in early February as budget planning will be underway.

Motion to adjourn at 6:10pm by Dave Sutfin, Second by Steve Peck. Ayes all.

Respectfully submitted,

Jessica Cleveland  
Deputy Mayor

# Hornell Area Transit Commission Meeting

## RESOLUTION

CITY OF HORNELL, NY

October 14, 2025

**WHEREAS**, Hornell Area Transit (HAT) provides transportation services in accordance with guidelines from the Federal Transit Administration (FTA) and New York State Department of Transportation (NYSDOT); and

**WHEREAS**, the FTA and NYSDOT require the approval of a Drug and Alcohol policy by HAT's governing body; and

**WHEREAS**, the HAT Commission is the governing body for HAT and is duly convened in regular session; and

**NOW THEREFORE BE IT RESOLVED**, that the HAT Commission approves the proposed Drug and Alcohol policy.

Motion by: Steven Peck

Second by: Lita Brown

Ayes- All (9)

Nays- None (0)



"I have compared this copy with the original on file in this office and do hereby certify that the copy is a correct transcript therefrom and of the whole thereof.

Dated this 15<sup>th</sup> day of October 2025

[Signature] [Signature]

# Hornell Area Transit Commission Meeting

## RESOLUTION

CITY OF HORNELL, NY

October 14, 2025

**WHEREAS**, Hornell Area Transit (HAT) provides transportation services in accordance with guidelines from the Federal Transit Administration (FTA) and New York State Department of Transportation (NYSDOT); and

**WHEREAS**, the FTA and NYSDOT require the approval of an FTA Title VI plan by HAT's governing body; and

**WHEREAS**, the HAT Commission is the governing body for HAT and is duly convened in regular session; and

**NOW THEREFORE BE IT RESOLVED**, that the HAT Commission approves the proposed Title VI plan.

Motion by: David Sutfin

Second by: William Tucker

Ayes- All (9)

Nays- None (0)



"I have compared this copy with the original on file in this office and do hereby certify that the copy is a correct transcript therefrom and of the whole thereof.

Dated this 15<sup>th</sup> day of October 2025

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