

**MINUTES
OF THE MEETING OF
THE BOARD OF MEMBERS
KANAWHA VALLEY REGIONAL TRANSPORTATION AUTHORITY**

August 19, 2021

The Board of Members of the Kanawha Valley Regional Transportation Authority (KVRTA) met for its regular monthly meeting at the offices of the Authority (with attendance both in person and also via video conferencing) at 8:45 AM, Thursday, August 19, 2021, pursuant to proper notice to the public and news media.

Present were Valerie Gainer, Manfred Holland*, Jay Snodgrass and Todd Goldman representing Kanawha County, Eric Hicks, Joe Koval* and Thomas Toliver representing the City of Charleston, Kim Holmes representing the Town of Belle, Larry Bailey representing the City of Dunbar, David White representing the City of Montgomery, Dave Casebolt* representing the City of Nitro, Robert Sutphin representing the City of St. Albans, Jean Arthur representing the City of South Charleston. Also present were members of the KVRTA Staff including Doug Hartley, Chris Baldwin, Kara Greathouse, Scott Menefee, Jacob Pitman, Travis Garrett, Jamie Tompkins, and Mike Oakley. In addition, there were in attendance, Grace Hurney of Jackson Kelly PLLC - legal counsel to the Authority, Brett Meadows - representing Local ATU-1742, and Kelsey Tucker* – Transportation Manager for Regional Intergovernmental Council (* - denotes attended virtually).

Mr. Goldman began the meeting by welcoming everybody. The reading of the minutes of the July 15, 2021, meeting was dispensed with since each member of the Board had been previously provided with a copy thereof. Following the review of the minutes a motion was made by Mr. Hicks, and duly seconded by Mr. Bailey, the minutes of the July 15, 2021, meeting were approved by unanimous consent.

Mr. Menefee presented the financial statements for July 2021 consisting of the statement of net position, the statement of revenues and expenses, comparative analysis of operations, the four weeks moving totals for passenger revenues, and a statistical analysis of operations. He stated that revenues for June totaled \$139,330 while expenses for the month were \$1,105,459. Mr. Menefee noted the changes in total operating revenue and expenses in comparison to last year. Mr. Menefee noted that while ridership is slightly down in comparison to last year, revenue is higher due to a bulk purchase of bus passes by ModivCare.

Mr. Menefee noted that the levy receipts are approximately 30% lower this year compared to levy receipts received last year. The financial statements for July 2021 were received and filed as presented and directed to be attached to and made a part of these minutes.

Mr. Hartley informed the board there were no invoices to approve in excess of \$5,000. Mr. Hartley presented the Self-Insurance Report and the KAT Operations Report while noting a few additional claims and settlements. Mr. Hartley also discussed the increase in Medicare receipts is due to the bulk purchase of bus passes by the ModivCare company that uses KRT bus service to schedule trips for Medicare recipients. Mr. Goldman asked Mr. Pitman to give the board a review of the SOR Program and the revenue generated this month. Mr. Pitman stated the SOR (Substance Opioid Recovery) Program generated \$9,718 during the month of July. This money is provided by a grant through the WVDHHR that was written by the West Virginia Public Transit Association (WVPTA) and is due to end September 30, 2021 unless renewed. West Virginia residents that are 18 or older may utilize this service to get rides to and from recovery appointments or other trips related to their recovery from substance use disorder.

Mr. Hartley updated the board on the KVRTA 50th anniversary plans. KVRTA is working with Michael Haid of Maple Creative to develop billboard, radio, and television advertisements. Construction on the outside of the new transit centre should be complete by October 25, 2021, and the staff is working on several ideas in order to dedicate the new transit centre and celebrate the 50th anniversary. Food donations in lieu of fare is recommended and will be added to the September agenda for board approval.

Mr. Hartley updated the board on construction of the new Transit Centre. Construction is moving along as expected and the foundation of the new building has been complete. Sidewalk work will begin soon. Staff continues to hold progress meetings every two weeks with Wiseman Construction and GAI Consultants.

Mr. Menefee updated the board on the status of the FY 2021 Audit being conducted by Suttle and Stalnaker. The audit is mostly complete and should be finalized and ready for presentation at the September board meeting.

Mr. Hartley moved onto the new business with an update on the new fueling program bid. The new bid is planned for November and working in coordination with the City of Charleston. Mr. Hartley detailed recent damage sustained to the gasoline pumps which interrupted bulk delivery. The pumps were down for 12 days due to an accident at no fault of KVRTA. The repairs are complete, and the system is now improved at no cost to KVRTA.

Mr. Hartley detailed the KAT Van Replacement RFP that will go out later this fall and noted that supply chain issues will lengthen delivery time.

Mr. Hartley then discussed an update to the COOP, DRRP and PTASP plans. Final plans will be completed by the end of October and then presented to the board.

Mr. Goldman and the Executive Director Search Committee updated the board on the recent activity related to hiring a new Executive Director. A visit was conducted with the preferred

candidate but ultimately did not work out. The search committee is still working to find a new Executive Director.

With nothing further to be discussed, a motion was made by Mr. Goldman to adjourn the August meeting. The next regular meeting of the Board will be held Thursday, September 16, 2021, 8:45 AM at the Authority's offices at 1550 4th Avenue in Charleston.