

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

October 21, 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, October 21, 2021, pursuant to proper notice to the public and news media.

Present were Valerie Gainer*, Todd Goldman and Jay Snodgrass representing Kanawha County, Thomas Toliver representing the City of Charleston, Connie Fout 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, Jean Arthur* representing the City of South Charleston. Also present were members of the KVRTA Staff including Doug Hartley, Sean Hill, Chris Baldwin, Kara Greathouse, Scott Menefee, Jacob Pitman, Travis Garrett, Jamie Tompkins. In addition, there were in attendance, Amy Goodwin - Mayor of the City of Charleston, Grace Hurney of Jackson Kelly PLLC - legal counsel to the Authority, Brett Meadows - representing Local ATU-1742, Jane Bostic - Special Assistant to the Mayor of Charleston, and Sam Richardson* – Transportation Planner for Regional Intergovernmental Council (* - denotes attended virtually).

Absent were Manfred Holland, Eric Hicks, Joe Koval and Robert Sutphin.

Mr. Goldman began the meeting by welcoming everybody. The reading of the minutes of the September 16, 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. Snodgrass, and duly seconded by Mr. White, the minutes of the September 16, 2021, meeting were approved by unanimous consent.

Mr. Goldman introduced Mr. Sean D. Hill as the new Executive Director. Mr. Hill detailed his background for the board of members. Mr. Goldman then introduced Connie Fout, new board member representing the Town of Belle and everyone in attendance proceeded with self-introductions. Mr. Goldman and Mr. Hartley briefly outlined the Resolutions to Facilitate Transition, which are multiple resolutions but can be approved with one motion. Mr. Snodgrass motioned to approve all resolutions related to transitioning Mr. Hill as KRT's new Executive Director. The motion was duly seconded by Ms. Arthur and approved by unanimous consent.

Mr. Hartley provided an update on construction of the new Transit Centre. Currently construction has been delayed and it is likely operations will be moved after Christmas. Mr. Hartley presented Change Order #2 in the amount of \$22,660.22 to complete additional work

including assembling passenger shelters and extra concrete work. A motion was made by Mr. Snodgrass, and duly seconded by Mr. White, Change Order #2 was approved by unanimous consent.

Mr. Goldman then introduced Mayor Amy Goodwin from the City of Charleston to make a presentation. Ms. Goodwin thanked Mr. Hartley for his service and dedication to Charleston and the surrounding Kanawha Valley and presented Mr. Hartley with a key to the city.

Mr. Menefee presented the financial statements for September 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 September totaled \$125,955 while expenses for the month were \$1,032,864. Mr. Menefee noted the changes in total operating revenue and expenses in comparison to last year. Mr. Menefee noted that revenue and ridership have slightly increased in comparison to last year and the previous month. Mr. Menefee noted that September's levy receipts were approximately 30% lower this month's receipts have almost evened out the balance. The financial statements for September 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 with nothing out of the ordinary to report.

Mr. Hartley moved onto new business with an update on the new fueling program bid. The new bid is advertised, and the opening is scheduled for 11:00am on November 17, 2021. KRT has been working in coordination with the City of Charleston. A few board members expressed interest in attending the bid opening in November.

Mr. Hartley detailed a contract with Burdette Electric/New Tech to replace the Door Access System for the 1550 Fourth Avenue facility in the amount of \$12,750. A motion was made by Mr. White, and duly seconded by Mr. Snodgrass, the contract was approved by unanimous consent.

Mr. Hartley detailed a contract with Maple Creative for marketing services. Our current marketing agreement with Maple Creative requires a motion for its annual renewal. Staff commented on the positive working relationship that we have with them as well as plans for some upcoming projects in the new year that have already been discussed, including work on the new levy. A motion was made by Mr. Snodgrass, duly seconded, and approved unanimously.

Mr. Hartley informed the board that after meeting with the Local ATU-1742, both parties felt it was in everyone's best interest to cancel the Christmas Party again. Mr. Hartley asked the board to develop a method of recognition the same as last year. Mr. White motioned to give employees

net \$100 checks in lieu of a Christmas Party. Mr. Snodgrass seconded, and the motion was approved by unanimous consent.

Mr. Hartley informed the board about staff's recent trip to Gillig facilities in California. KRT is under contract with Gillig to receive 4 new buses, due to supply chain issues the buses will likely be delivered in late summer 2022. We are still awaiting the delivery of several 500 series buses which are delayed due to the chip shortage.

Mr. Goldman presented Mr. Hartley with a plaque and thanked him for his years of service at KRT.

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, November 18, 2021, 8:45 AM at the Authority's offices at 1550 4th Avenue in Charleston.