

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

January 19, 2023

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 via video conferencing) at 8:45 AM, Thursday, January 19, 2023, pursuant to proper notice to the public and news media.

Present were Todd Goldman, Valerie Gainer*, and Jay Snodgrass, representing Kanawha County, Connie Fout representing the City of Belle, Eric Hicks and Thomas Toliver representing the City of Charleston, 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, and Bob Sutphin, representing the city of St. Albans, also present were members of the KVRTA Staff including, Chris Baldwin, Travis Garrett, Sean Hill, Scott Menefee, Jacob Pitman, and Curt Zickafoose. In addition, there were in attendance, Grace Hurney of Jackson Kelly PLLC - legal counsel to the Authority, Kelsey Tucker* with RIC, Kay Summers* Mayor of Clendenin, and Joe Ferris- representing Local ATU-1742, (* - denotes attended virtually).

Absent was Joe Koval.

Mr. Goldman began the meeting by welcoming everybody and taking a roll call. The reading of the minutes of the December 15th meeting was dispensed with since each member of the Board had been previously provided with a copy thereof. A motion was made by Jay Snodgrass and duly seconded, the minutes of the December 2022, meeting were approved by unanimous consent.

Mr. Menefee presented the financial statements for December 2022 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 December totaled \$249,424 while expenses for the month were \$1,252,603. Mr. Menefee noted the changes in total operating revenue and expenses in comparison to last year. The financial statements for December were received and filed as presented and directed to be attached to and made a part of these minutes.

Mr. Hill informed the board there were no invoices to approve in excess of \$5,000.

Mr. Zickafoose then presented the Insurance Report and reported no new insurance claims. Mr. Pitman then presented the KAT operations Report and called attention to the amount of \$70,312.20 received from the SOR program in December.

Mr. Goldman then turned to Mr. Hill to discuss the facility improvement plan: Mr. Hill stated that FTA has granted a Categorical Exclusion. Mr. Hill has been working with Wendel to develop a Zero Emissions Plan. Mr. Hill gave an update on the triennial review and the comprehensive operational analysis. After a discussion, Mr. Goldman moved to new business.

Mr. Goldman turned to Mr. Hill for approval of the Governmental Relations/Marketing RFP. Mr. Hill recommended that the board approve the submission from MCWV and award them the Governmental Relations/Marketing Contract. After a discussion, a motion was made by Bob Sutphin and duly seconded to award an up to three-year contract to MCWV for governmental relations and marketing and approved by unanimous consent.

With nothing further to be discussed, a motion was made by Mr. Goldman to adjourn the meeting. The next regular meeting of the Board will be held Thursday, February 16, 2023, 8:45 AM at the Authority's offices at 1550 4th Avenue in Charleston.