

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

**September 15, 2022**

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, September 15, 2022, pursuant to proper notice to the public and news media.

Present were Valerie Gainer, Todd Goldman, and Jay Snodgrass\* representing Kanawha County, Eric Hicks and Thomas Toliver representing the City of Charleston, Connie Fout representing the Town of Belle, Larry Bailey\* representing City of Dunbar, Dave Casebolt\* representing the City of Nitro, David White representing the City of Montgomery, Jean Arthur representing the City of South Charleston, and Robert 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, Jane Bostic\* City of Charleston, Grace Hurney of Jackson Kelly PLLC - legal counsel to the Authority, Ronald Reekes with Wendel, Pam Burns, Bus Operator and Brett Meadows - representing Local ATU-1742, (\* - denotes attended virtually).

Absent were Joe Koval.

Mr. Goldman began the meeting by welcoming everybody. The reading of the minutes of the July 21st, 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 correction of the minutes by Larry Bailey a motion by Tom Toliver and duly seconded, the minutes of the July 21, 2022, meeting were approved by unanimous consent.

Mr. Menefee presented the financial statements for August 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 August totaled \$223,260 while expenses for the month were \$1,162,717, Mr. Menefee noted the changes in total operating revenue and expenses in comparison to last year. The financial statements for August 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 stated there were changes during the month of July and August including an accident that occurred on August 9<sup>th</sup>, 2022. Mr. Pittman

then presented the KAT operations Report and called attention to the amount of \$62,000 received from the SOR program in June.

Mr. Goldman then turned to Ron Reekes to discuss the facility improvement plan: design proposal. Mr. Reekes gave a presentation on the design proposal and recommended to the board that they approval tasks 1-3 of the design proposal. After a discussion, A motion by Mrs. Gainer was duly seconded that KRT board approves task 1-3 of the design proposal submitted by Wendel to KRT on August 31, 2002, at a fee of \$1,039,020 the motion was approved by unanimous consent.

Mr. Goldman then turned to Mr. Hill to give an update on the RFP for paratransit vehicles. Mr. Hill explained to the board that due to a clerical error, Creative Bus Sales' has withdrawn their bid. Mr. Hill recommends that the board goes to the next lowest bidder, Rohrer Bus sales. After a brief discussion, a motion by Mrs. Gainer was duly seconded that the KRT Board acknowledges Creative Bus Sales' bid withdrawal and awards RFP #2022-02 to the next lowest bidder Rohrer Bus Sales at the bid price of \$124,650 for up to 10 vehicles the motion was approved by unanimous consent.

Mr. Hill explain to the board that Rohrer Bus Sales' requested a change order to KRT2020-10 E450 Cutaway Buses. After a brief discussion, A motion by Mrs. Gainer was duly seconded and approved by unanimous consent.

Mr. Goldman then moved to new business and Requested Mr. Hill Discuss a Comprehensive Operational Analysis study.

Mr. Hill discussed route optimization. Mr. Hill announced that he will be working with United Way on a mobile grocery store project for Clay County.

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, October 20, 8:45 AM at the Authority's offices at 1550 4th Avenue in Charleston.