

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

February 16, 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, February 16, 2023, pursuant to proper notice to the public and news media.

Present were, Valerie Gainer, Todd Goldman* and Jay Snodgrass, representing Kanawha County, Connie Fout representing the City of Belle, Heidi Bonnet Adams, Bobbie Spry* and Thomas Toliver representing the City of Charleston, Larry Bailey* representing the City of Dunbar, David White representing the City of Montgomery, 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, Mary Kate Morookian* Kimley Horn, Kay Summers* Mayor of Clendenin, and Joe Ferris- representing Local ATU-1742, (* - denotes attended virtually).

Absent was Dave Casebolt.

Mrs. Gainer began the meeting by welcoming everybody and taking a roll call. The reading of the minutes of the January 19th meeting was dispensed with since each member of the Board had been previously provided with a copy thereof. A motion was made by Bob Sutphin and duly seconded, the minutes of the January 2023, meeting were approved by unanimous consent.

Mrs. Gainer then moved to the election of Secretary. Mr. Snodgrass nominated Jean Arthur and duly seconded. After a short discussion the nomination was approved by unanimous consent.

Mr. Menefee presented the financial statements for January 2023 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 January totaled \$208,399 while expenses for the month were \$1,320,763. Mr. Menefee noted the changes in total operating revenue and expenses in comparison to last year. The financial statements for January 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 two new insurance claims. Mr. Pitman then presented the KAT operations Report and called attention to the amount of \$71,562 received from the SOR program in January.

Mrs. Gainer then turned to Mr. Hill to introduce Mary Kate Morookian of Kimley Horn to give an update on the Comprehensive Operational Analysis. After a discussion, Mrs. Gainer moved to the update on the facility improvement plan.

Mrs. Gainer then turned to Mr. Hill to discuss the facility improvement plan: Mr. Hill stated that the members of the authority met with Senator Manchin. Mr. Hill stated that he is setting up meetings with partner organizations to obtain letters of support for the new facility. Mr. Hill then presented renderings of the new facility. After a discussion, Mrs. Gainer moved to new business.

Mrs. Gainer turned to Mr. Hill for approval of the grant assistance and phasing services. Mr. Hill recommended that the board approve the submission from Wendell and award them the grant assistance and phasing service. After a discussion, a motion was made by Bob Sutphin and duly seconded to award Wendell the grant and assistance and phasing service for \$39,995 and approved by unanimous consent.

Mrs. Gainer turned to Mr. Hill for approval of operator overtime incentives. After a discussion, A motion by Jay Snodgrass to give the authority the ability to negotiation with ATU Local-1742 for overtime incentives and duly seconded and approved by unanimous consent.

With nothing further to be discussed, a motion was made by Mrs. Gainer to adjourn the meeting. The next regular meeting of the Board will be held Thursday, April 20, 2023, 8:45 AM at the Authority's offices at 1550 4th Avenue in Charleston.