

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

**May 18<sup>th</sup>, 2023**

The Board of Members of the Kanawha Valley Regional Transportation Authority (KRT) 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, May 18, 2023, pursuant to proper notice to the public and news media.

Present were, Todd Goldman and Jay Snodgrass, representing Kanawha County, Connie Fout representing the Town of Belle, Heidi Bonnet Adams, Bobbie Spry\* and Thomas Toliver representing the City of Charleston, David White representing the City of Montgomery, Dave Casebolt\* representing the City of Nitro, and Bob Sutphin, representing the City of St. Albans, also present were members of the KRT Staff including, Chris Baldwin, Travis Garrett, Sean Hill, Scott Menefee, Jacob Pitman, Angie Talbot, and Curt Zickafoose. In addition, there were in attendance, Grace Hurney of Jackson Kelly PLLC - legal counsel to the Authority, Kay Summers\* Mayor of Clendenin, David Smith representing ATU Local 1742, and Aaron Morris. (\* - denotes attended virtually).

Absent were Jean Arthur, Larry Bailey, and Valerie Gainer.

Mr. Goldman began the meeting by welcoming everybody and taking a roll call. The reading of the minutes of the April 20<sup>th</sup> meeting was waived as each member of the Board had been given a chance to review them beforehand. A motion was made by Jay Snodgrass and duly seconded, the minutes of the April 2023, meeting were approved by unanimous consent.

Mr. Menefee presented the financial statements for April 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 April totaled \$245,467 while expenses for the month were \$1,493,333. Mr. Menefee noted the changes in total operating revenue and expenses in comparison to last year. The financial statements for April 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 \$70,450.80 received from the SOR program in April.

Mr. Goldman then turned to Mr. Hill to discuss the Comprehensive Operation Analysis and Facility Improvement Plan: Mr. Hill presented route subsidy data provided by Kimley Horn. After a discussion, Mr. Goldman moved onto new business.

Mr. Goldman turned to Mr. Menefee for approval of the FY 2024 Operating and Capital Budget. The budget committee, consisting of Mr. Goldman, Mrs. Arthur, Mrs. Fout, Ms. Gainer, and Mr. Snodgrass had met previously and reviewed with staff the various detailed line-by-line of the general ledger accounts to get the presentation summarized into the broader categories the board is accustomed to during regular meetings. The proposed budget is \$800,000 more than that of the previous year and is due to the contractual obligations for increases in wages and related benefits, increase by PEIA for health insurance, increase in positions for additional maintenance staff and KAT drivers, as well as the general increase for parts/supplies and an increase in fuel cost. For the Capital portion of the budget, the major increase was to obligate funds to purchase additional vehicles, technology upgrades and equipment. After the presentation and a brief discussion, Mr. Sutphin made the motion to accept the FY 2024 Operating and Capital Budget as presented, which was then duly seconded and approved unanimously.

Mr. Goldman turned to Mr. Hill for approval of a retention policy. After a discussion, the item was tabled.

Mr. Goldman turned to the public comment portion of the agenda. Aaron Morris, a private citizen gave remarks.

With nothing further to be discussed, a motion was made by Mr. Sutphin to adjourn the meeting. The next regular meeting of the Board will be held Thursday, June 15, 2023, 8:45 AM at the Authority's offices at 1550 4th Avenue in Charleston.