

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

June 27, 2024

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 on Thursday, June 27, 2024, pursuant to proper notice to the public and news media.

Present were President Todd Goldman, Valerie Gainer*, and Jay Snodgrass (representing Kanawha County), Bobbie Spry*, Heidi Bonnett Adams*, and Thomas Toliver (representing the City of Charleston), Mayor David Casebolt* (representing the City of Nitro), Jean Arthur (representing the City of South Charleston), Robert Sutphin (representing the City of St. Albans), Larry Bailey* (representing the City of Dunbar), and David White (representing the City of Montgomery). Also present were members of KRT Staff: Chris Baldwin, Jessica Gardner, Travis Garrett, Sean Hill, Jacob Pitman, Angie Talbott, and Curt Zickafoose. Additionally, the following persons were in attendance: Grace Hurney of Jackson Kelly PLLC (legal counsel to the Authority), Jeffery Mace (RIC), Amanda Conley and Brett Meadows (representing ATU Local 1742).

* - denotes virtual attendance

Absent were Marc Doughty and Michael Farmer.

President Todd Goldman called the meeting to order by welcoming everyone and taking a roll call. The reading of the minutes of the May 15, 2024, meeting was dispensed with as each member of the Board had been previously provided with a copy thereof. A motion to approve the minutes of the May 15, 2024 meeting with minor corrections was made by Jay Snodgrass. The motion was duly seconded and carried with unanimous consent.

Ms. Gardner presented the financial statements for May 2024, consisting of the statement of net position, the statement of revenues and expenses, a comparative analysis of operations, the four weeks moving totals for passenger revenues, and a statistical analysis of operations. Ms. Gardner stated operating revenues for May 2024 totaled \$366,456 and expenses totaled \$1,531,730. Ms. Gardner also noted the changes in total operating revenues and expenses in comparison to the prior year. The financial statements for May 2024 were received, filed as presented, and directed to be attached to, and made a part of these minutes.

Mr. Zickafoose presented the Insurance Report and reported no new insurance claims. Mr. Pitman then presented the KAT/Operations Report. Mr. Pitman noted the amount received from the State Opioid Response (SOR) program for May 2024, totaling \$162,967.

President Goldman then turned to Mr. Hill to provide the Director's Report. Mr. Hill discussed updates on the Comprehensive Operational Analysis (COA), along with a summary of the public hearing held on May 31, 2024, and details of the second public hearing, to be held Thursday, July 11, 2024, at 5:00 PM.

President Goldman turned to Mr. Garrett to provide the Pit Repair Discussion. The Authority continues to work with Wendel on the assessment for repair of the maintenance pits. Wendel is moving forward with the design for a complete repair of the affected pits.

President Goldman then moved to New Business. President Goldman turned to Mr. Hill for discussion and approval of the Legal Services Contract. Four firms submitted proposals: Bowles Rice LLP, Jackson Kelly PLLC, Kay Casto & Chaney, PLLC, and Pullin, Fowler, Flanagan, Brown & Poe, PLLC. Following the scoring process, the staff recommendation for legal services was Jackson Kelly PLLC. After a brief discussion, David White made a motion to approve a five-year contract with Jackson Kelly PLLC for legal services. The motion was duly seconded and carried with unanimous consent. Valerie Gainer abstained from the discussion and vote.

Mr. Hill then presented the Audit Services Contract for discussion and approval. Two firms submitted proposals: bhm CPA Group and Suttle & Stalnaker, PLLC. Following the scoring process, the staff recommendation for audit services was Suttle & Stalnaker, PLLC. After a brief discussion, Jay Snodgrass made a motion to approve a three-year contract with Suttle & Stalnaker, PLLC for audit services. The motion was duly seconded and carried with unanimous consent.

President Goldman turned to Mr. Hill for discussion and approval of the FY 2024 Budget Amendments and Revisions. Mr. Hill presented the proposed amendments and revisions for the FY 2024 Operating and Capital Budget. After a brief discussion, Robert Sutphin made a motion to approve the FY 2024 Budget Amendments and Revisions as presented. The motion was duly seconded and carried with unanimous consent.

President Goldman then presented the Public Comment Policy for discussion and approval. After a brief discussion, Valerie Gainer made a motion to approve the Public Comment Policy as presented. The motion was duly seconded and carried with unanimous consent.

President Goldman turned to the public comment portion of the meeting. Lisa McCracken and Betty Rivard, private citizens, gave remarks.

With nothing further to be discussed, President Goldman adjourned the meeting. The next regular meeting of the Board will be held July 25, 2024, at 8:45 AM at the offices of the Authority, located at 1550 Fourth Avenue in Charleston.