

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

**January 16, 2025**

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, January 16, 2025 pursuant to proper notice to the public and news media.

Present were President Todd Goldman, Valerie Gainer, Jay Snodgrass (representing Kanawha County), Heidi Bonnett Adams\*, Bobbie Spry, 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), and Maurice Anderson\* (representing the City of Montgomery). Also present were members of KRT staff: Chris Baldwin, Travis Garrett, Briana Warner, Sean Hill, Jacob Pitman, and Angie Talbott. Additionally, the following persons were in attendance: Grace Hurney of Jackson Kelly PLLC (legal counsel to the Authority), Jeffery Mace\* and Sam Richardson\* (RIC), Brett Meadows (representing ATU Local 1742) and David Smith.

\* - denotes virtual attendance

Absent were Larry Bailey and Marc Doughty.

President Todd Goldman called the meeting to order by welcoming everyone and taking a roll call. The reading of the minutes of the August 22, 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 November/December meetings was made by Mr. Toliver. The motion was duly seconded and carried with unanimous consent.

Sean Hill presented the financial statements for November/December 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. Mr. Hill stated operating revenues for December 2024 totaled \$233,897 and expenses totaled \$1,390,565. Mr. Hill also noted the changes in total operating revenues and expenses in comparison to the prior year. Revenue was up from the SOR program, but Mr. Hill noted that we should not rely on that funding. The financial statements for December 2024 were received, filed as presented, and directed to be attached to, and made a part of these minutes.

There were no invoices in excess of \$5,000.

President Goldman then moved to Old Business. President Goldman turned to Mr. Zickafoose to present the Insurance Report. Mr. Zickafoose reported two new insurance claims for October/November 2024, while also closing three claims. For the first time in a while, last year our EMOD score dropped to under 1. Mr. Zickafoose also covered the reasoning for KRT stopping service during poor weather.

Mr. Pitman then presented the KAT/Operations Report and noted that we saw an increase in ridership in large part to the new on-demand service. He noted that in December we saw 1500 rides, up from 1100 in November. December saw the highest passenger per revenue hour rate of the year at 2.70. According to the Transit App, December saw just over 11,000 rides. Mr. Hill added that KRT staff are implementing a communications plan leading up to the route changes on February 9<sup>th</sup>.

Travis Garrett provided the maintenance report. The part of the roof that is over top of the garage will be undergoing repairs in end of January, into February. Mr. Garrett reported that we had to make an emergency purchase for a new fuel bay door. He explained that we are also working on the maintenance pits. This is anticipated to go out to bid in the next month, with a 60-90 bid selection process thereafter. Mr. Garrett reported a continued focus on safety items in the garage. Valve issue is another 25,000. Mr. Hill added that we may continue to see deterioration of current facilities while we reapply and await federal grant funding for a new facility. Mr. Garrett added, lastly, that they are addressing an issue with back flow valves in the garage.

President Goldman then moved to New Business and Mr. Zickafoose covered the KVRTA Public Transportation Agency Safety Plan. We are proposing the same plan as last year and Mr. Zickafoose will come back later in the year to approve some changes from assessment. President Goldman asked staff to add dates to the revisions. A motion made to approve the Plan. The motion carried.

President Goldman then moved to the Public Comments portion of the meeting. No remarks were provided.

For Board comments, Mr. Snodgrass asked for an update on an interest-bearing general account. Mr. Hill indicated that he would talk with Mrs. Gardner and get back to him. Mr. Hill also provided an update on the new facility, saying that the staff had a debrief meeting with FTA to talk about the application. The KRT application was highly recommended in 6/7 categories. Our weakness was asking for the entirety of the project without having matching funds yet for the entirety of the project. The recommendation is to resubmit in phases. KRT will resubmit in April and hear back in May or June.

With nothing further to be discussed, President Goldman adjourned the meeting. The next regular meeting of the Board will be held Thursday, February, 20, 2025, at 8:45 AM at the offices of the Authority, located at 1550 Fourth Avenue in Charleston.

*Please note that meeting video is archived at: [KRT January 2025 Board Meeting](#).*