

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

**February 20, 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, February 20th, 2025, pursuant to proper notice to the public and news media.

Present were President Todd Goldman, Valerie Gainer, Jay Snodgrass (representing Kanawha County), Michael Farmer\* (representing Kanawha County), Thomas Toliver (representing the City of Charleston), Jean Arthur (representing the City of South Charleston), Robert Sutphin (representing the City of St. Albans), Larry Bailey\* (representing the City of Dunbar) and Maurice Anderson (representing the City of Montgomery). Also present were members of KRT staff: Travis Garrett, Curt Zickafoose, Jess Gardner, Briana Warner, Sean Hill, Angie Talbot and Jacob Pitman. Additionally, Grace Hurney of Jackson Kelly PLLC (legal counsel to the Authority) and Mayor Kay Summers of Clendenin\* were in attendance.

\* - denotes virtual attendance

Absent were Bobbie Spry, Heidi Bonnett Adams, David Casebolt and Marc Doughty.

President Todd Goldman called the meeting to order by welcoming everyone and taking a roll call. The reading of the minutes from the January 2025 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 January meeting with two revisions was made. The motion was duly seconded and carried with unanimous consent.

Jessica Gardner presented the financial statements for January 2025, 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. Mrs. Gardner stated operating revenues for January 2025 totaled \$337,075 and expenses totaled \$1,769,377. The increase in expenses was due to January being the month for unused PTO payouts and we had several long-time employees retire. Mrs. Gardner noted that next month the Board should start to see a decrease in expenses as the scheduling/route changes from February 10<sup>th</sup>, 2025, go into effect.

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 that there were zero new claims in January and we were also able to close one case.

Mr. Pitman then presented the Operations Report and noted that we saw a decrease in ridership of around 17% in January. He attributed that decrease to several days in January with modified or canceled service, along with two vendor issues in ticket-printing and usage that caused KRT to not be able to track ridership as it normally does. Both vendor issues have been rectified. Mr. Pitman also gave an update on the KRT process for modifying, suspending, or canceling service on snow days. He reported that on mornings where KRT knows that snow is in the forecast, there will be 4-5 staff supervisors out on the roads in different regions from around 2 – 4 a.m. monitoring route conditions. Those supervisors call into dispatch and the operations team, which will then decide on route service. Any changes are then communicated as quickly as possible to the public.

Travis Garrett provided the maintenance report. In January, roof repairs were completed and a new part washer was installed in the garage. A new wash bay door will be installed this week or next. The back flow valves will also be repaired this week or next.

President Goldman then asked the Investment Committee to report out on their recent meeting with Truist about investment accounts. KRT staff will circulate the 2017 investment plan, referenced as Truist's guiding document and the Board will consider whether any changes or updates are needed.

President Goldman then turned the meeting over to Mr. Hill for a new agenda item called Route Monitoring. Mr. Hill talked about allowing the Board to continue monthly monitoring of the cost per passenger on all KRT routes, with a specific eye on those 4-5 routes that are over subsidized. Mr. Hill noted that he will continue to provide Members with updates monthly with an eye toward whether there are any additional changes that should be made to routes/service in the future.

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

With no board comments and nothing further to be discussed, President Goldman adjourned the meeting. The next regular meeting of the Board will be held Thursday, March 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 February 2025 Board Meeting](#).*