

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

**April 17, 2025**

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 on Thursday, April 17th, 2025, pursuant to proper notice to the public and news media.

Present were President Todd Goldman, Valerie Gainer, Jay Snodgrass (representing Kanawha County), Thomas Toliver, Bobbie Spry, \*Heidi Bonnett Adams (representing the City of Charleston), Robert Sutphin (representing the City of St. Albans), \*Larry Bailey (representing the City of Dunbar), \*Maurice Anderson (representing the City of Montgomery), \*Dave Casebolt (representing the City of Nitro), , \*Marc Doughty (representing the Town of Belle), and \*Kay Summers (Mayor of Clendenin). Also present were members of KRT staff: Travis Garrett, Curt Zickafoose, Jess Gardner, Briana Warner, Sean Hill, Rebecca Adkins, and Chris Baldwin. Additionally, Grace Hurney of Jackson Kelly PLLC (legal counsel to the Authority), Jeffrey Mace (representing RIC), Brett Meadows (representing ATU Local 1742) and Audrey Conn (Small Business Liaison with the City of Charleston) were in attendance.

\* - denotes virtual attendance

Absent were Michael Farmer and Jean Arthur.

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

Jessica Gardner presented the financial statements for March 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 March 2025 totaled \$193,046 and expenses totaled \$1,387,754. She indicated that we are seeing savings from the February 2025 changes. In an apples-to-apples comparison of March 2024 to March 2025, Mrs. Gardner observed a 23% decrease in expenses for fixed route operations, which would indicate (if it carries through the year) an approximate \$1.4 million wage savings on the year. She also reported that we used 2700 fewer gallons of fuel in March which equals cost savings of \$8,500/month and an approximate savings of \$100,000-\$115,000/year. Sean Hill added that we are looking to reassess the administrative fee inside the fuel contract charged to county entities when the fuel contract is up in November to try to recoup some of our costs in running the program. Mrs. Gardner reported that Truist caught a fraudulent check cashed from KRT and we now have positive pay implemented and a process/plan in place moving forward with Truist to catch any additional attempted fraud. Mr. Hill reported that we are also preparing a letter to send to our ticket/payment vendor, Masabi, regarding an unpaid \$25,000 invoice for tickets that are non-

functional. We do not believe we should have to pay for a product that does not work, with an expiration date that was not approved or known about during the purchase.

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 was 1 new claim in March and we were also able to close three cases. Mr. Zickafoose also reported that, to our current knowledge, we did not have any hail damage from the recent storm.

Mr. Hill then presented the Operations Report and noted that we saw a decrease in ridership of around 5% in March. He observed that after cutting 24% of our service hours in February, a 5% decrease in ridership does not seem bad and seems to justify where we made the cuts to service. The February changes also seemed to help us get to an on-time rate of 87% with our fixed route buses, which is the highest rate we've had in quite some time. The operations changes are also getting us closer to a revenue balance. He reported that we are continuing to monitor, but we are seeing cost-per-passenger going down on some of the routes of concern for high rates.

Travis Garrett provided the maintenance report. In February/March, we completed a piping project and the roof of the garage is 100% complete. We ordered new safety equipment, specifically a new aerial basket. He reported that we will receive our 14 new KRTplus vehicles in the next month and the pit project RFP is 98% done on our end. We will put the pit project out to bid soon and it will be up for 60 days.

President Goldman then moved to new business. Mr. Hill made a request for volunteers to join the Budget Committee and board members Heidi Bonnett Adams, Valerie Gainer, Jay Snodgrass and President Goldman volunteered. An email will go out to all members as well in case there are others who wish to volunteer.

Also under new business, Mr. Hill reported that the airport shuttle has been operating from Monday-Saturday 4am-1am, however only 2 passengers requested rides outside of the KRTplus operating hours of 6am-6pm. KRT plans to change the airport shuttle hours to 6am-6pm and if the demand changes, we will re-consider. Mr. Hill also mentioned that the micro-transit pilot numbers continue to grow, but there have been mixed effects. Eighty percent of rides come from one area and we are seeing frustration from ADA passengers who are seeing delays in their rides due to the jump in KRTplus rides from this one area. We anticipate the paywall going up for KRTplus rides in June/July and at that time we can better evaluate efficiency/effectiveness. We are looking into ways to address ADA riders' concerns in the meantime.

New business continued with Mr. Hill and Mrs. Warner presenting a new Mission/Vision/Core Values for KRT. Mrs. Warner will distribute the new mission, vision and core values both internally and externally, and KRT management will begin referencing the new materials in new-employee onboarding and trainings.

President Goldman then moved to the Public Comments portion of the meeting. Mr. Hill reported that Mayor Summers asked for Saturday transport of Clendenin residents to Elkview to go to the grocery store and KRT ran this shuttle for several weeks with two passengers riding. Mayor

Summers reported continued demand for the shuttle and her hopes that we might continue the Saturday shuttle now that the weather is better.

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, May 15, 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 April 2025 Board Meeting](#)*

