

## CENTRAL WEST VIRGINIA TRANSIT AUTHORITY

The Board of Directors of Central West Virginia Transit Authority met in the Training Room of the Central West Virginia Transit Authority on August 24, 2015 at 4:30 p.m. In addition to several members of the public the following were in attendance:

James Smith	Nate Currey
Bob Kramer	Vanessa Perkins
Jeff Nelson	Charlene Smyth
Anita Bower	Trey Simmerman III
Chris McCarthy	Paul Bump

Meeting brought to order by President, James Smith, at 4:30 p.m.

First item of business was the approval of the July 16, 2015, Board of Directors meeting minutes. Motion made by Bower to approve the minutes. Second by Kramer. Motion approved unanimously.

Next order of business addressed was the newly drafted Policies and Procedures and By Laws. Motion made by Nelson to table any discussion of the proposed Policies and Procedures until the next meeting when counsel will be present to answer questions. Second by McCarthy and approved by all.

Board next discussed tabling Scheduling Analysis Report until next meeting due to the scheduling analyst being unable to attend. Motion made by McCarthy to table discussion of scheduling report until next meeting. Second by Kramer. Motion approved unanimously.

The General Manager's Report was the next item of business. General Manager informed the Board that Neel's Fence Company submitted the lowest bid for the fencing project and that construction could begin August 25, 2015.

Motion made by Bower to accept the bid of Neel's Fence Company. Second by Kramer and approved by all.

General Manager reported that Requests for Proposals continues to run in the paper for the lighting improvement project and canopy project with bids due September 4, 2015.

General Manager next introduced Paul Bump Director of Harrison County 911. Bump addressed questions regarding how new radios will be integrated between 911 and CENTRA. Bump addressed questions regarding training issues on the new system. Board discussed need to make sure that CENTRA policy and procedures and contracts incorporate requirements of the new system.

Bump also discussed possibility of using the 911 radio system to provide geographic based information for buses. Discussion included how the 911 system could possibly work with the Zonar system that CENTRA anticipates receiving.

The Finance Report was the next order of business addressed. General Manager reported that bank accounts have been opened at BB&T, Chase and WesBanco and that monies have been transferred from MVB as agreed to in previous board meetings. Also Board discussed need to close accounts at MVB for the special bus operations back up account, the emergency operating account and the OPEB Account. President authorized General Manager to contact Trey Simmerman to draft necessary documents to close those MVB accounts.

General Manger informed board that closing the Principal Stock Investment account will require a Board resolution authorizing the closure of the account along with a letter and copy of the Board meeting minutes allowing for such action.

Motion made by Kramer to have counsel to draft a resolution to close the Principal Stock Investment Account to be executed by Board. Second by Nelson approved by all.

General Manger next discussed the Financial Report. Vanessa reported that all 5311 grant money requested for fiscal year ending June 30, 2015 was received and that those funds totaled \$525,000.

Motion made by Bower to accept financial report as presented. Second by Nelson and approved unanimously.

Next item of business addressed was need for an RFP for the June 30, 2016 audit. General Manager reported that the State Auditor's Office indicated that they will not be conducting audit. President appointed an audit committee composed of Anita Bower as committee chair, Mark Griffith and Vanessa Perkins.

Motion made to go into executive session to address personnel issues by Kramer. Second by Nelson and approved by all.

Motion made to come out of executive session by Bower. Second by Kramer and approved by all.

The Board next addressed other business. Bob Kramer read into the record a letter from Catherine A. Goings, Mayor of the City of Clarksburg, dated August 20, 2015, same being attached to the minutes hereto and incorporated herein as part of the record. The letter requested additional bus service during the late evening hours and weekends for the downtown area particularly during the Italian Heritage Festival and the Black Heritage

Festival.

Motion made by Bower to enter the letter into the record. Second by McCarthy and approved by all.

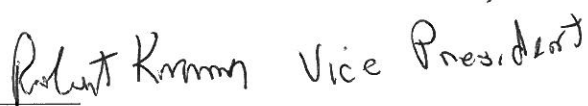
Next board revisited the Policies and Procedures and By Laws drafted by counsel for Board review. Counsel was present to address questions regarding the draft documents and a brief discussion as to hiring powers of General Manager ensued.

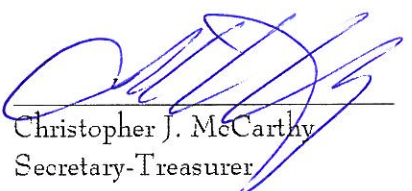
Motion made by Nelson to adopt the Policies and Procedures and By Laws as presented. Second by Bower. Approved by McCarthy and Kramer. Jim Smith abstained. Motion carried.

Board next heard public comments from Charlene Smith of Bridgeport regarding Board agenda and policies and procedures. Board next heard from Nate Currey, President of Local 812, regarding request for meeting between Union and Board/management. President requested a formal request so that a special meeting could be considered.

No other business to address a motion to adjourn was made by Kramer, a second by McCarthy and approved by all. Motion carried and meeting adjourned at 5:45 p.m.

Approved:

  
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James Smith  
President

  
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Christopher J. McCarthy  
Secretary-Treasurer