

CENTRAL WEST VIRGINIA TRANSIT AUTHORITY

November 30, 2017

The Board of Directors of the Central West Virginia Transit Authority met in the Central West Virginia Transit Authority Training Room at 9:00 a.m. on Friday, November 30, 2017 in accordance with the notice of meeting dated October 27, 2017 and emailed to all Board members and media. The following members were present:

Robert Kramer, President
Mark Griffith, Board Member
Tom Durrett, Board member - Absent
Anita Bower, Board member
Jim Griffin, Board Member
Trey Simmerman, Counsel

After establishing that a quorum was present President Bob Kramer accepted a motion from Jim Griffin to enter into an Executive Session to discuss and review union contract negotiations. Mark Griffith seconded the motion, which unanimously passed.

After opening the meeting to the public, a motion was made by Jim Griffin, seconded by Mark Griffith, with full approval of the other members, to authorize Attorney Trey Simmerman, and General Manager Vanessa Perkins, to bring the Board of Director's current proposal to the Union for further consideration.

President Robert Kramer stated it was necessary to remove past Vice-President Jeff Nelson's name on the signatory cards at the local banks. Mark Griffith made a motion, and Anita Bower seconded, to replace Jeff Nelson, with Vice-President pro temp, Jim Griffin. The motion passed unanimously by all Board members present.


There being no further business to discuss the meeting was adjourned.

Approved by:



Robert Kramer, President

Respectfully submitted:



Anita S. Bower
Secretary-Treasurer

CENTRAL WEST VIRGINIA TRANSIT AUTHORITY
October 27, 2017

The Board of Directors of the Central West Virginia Transit Authority met in the Central West Virginia Transit Authority Training Room at 9:00 a.m. on Friday, October 27, 2017 in accordance with the notice of meeting dated October 24, 2017 and emailed to all Board members and media. The following members were present:

Robert Kramer, President
Mark Griffith
Tom Durrett, Board member
Anita Bower, Board member
Jim Griffin, Board Member
Libby Cawthron, Operations Supervisor and Route Analyst
Patty Holley, Financial Officer
Trey Simmerman, Counsel

Having determined there was a quorum of the Board members present, President Robert Kramer began the meeting expressing his gratitude to Jeff Nelson for his service on the Central West Transit Authority Board for the last three years. President Kramer then introduced the new appointment from the Harrison County Commission, Mark Griffith. Mr. Griffith's term will be from October, 2017 through October, 2020. It was also announced that Anita Bower's term has been renewed for one more term on the Central West Virginia Transit Authority Board by the Clarksburg City Council.

After a lengthy discussion regarding the request by the Greater Harrison Public Service District for CENTRA to sign a quit claim deed, disclaiming a certain tract of land near Enterprise, West Virginia, motion was made by Jim Griffin, seconded by Tom Durrett that Attorney Trey Simmerman contact GHPSD's attorney Sam Harold, and inform him that the Board was willing to review and sign a quit claim deed for a right of way to complete the current project, as long as the quit claim deed contained a hold harmless and indemnity clause. The motion passed. The consensus of the Board was to move this item off the agenda and to allow the GHPSD to complete their project in the most economically efficient way.

The next item on the agenda was a review of three proposals for core drilling and monitoring of a well on CENTRA property. Three bids had been received:

CEC	\$7,995.00
CTL	\$6,675.00
Triad	\$5,962.73

With the absence of Vanessa Perkins, several questions arose regarding the length of time the companies would be monitoring the site, the acceptance of the DEP to the findings of the selected

company, and what course of action would be needed if hazardous chemicals were found during the monitoring.

Anita Bower made a motion, Jim Griffin seconded and the motion unanimously passed, to accept the low bid of \$5,962.73, with the stipulation that General Manager Vanessa Perkins receives clearance from the West Virginia DEP that the contract would satisfy their requirements and clearance of this issue would be received following the monitoring period.

Due to an emergency, personnel from the new bus service application could not be present. It is anticipated that the application will be implemented mid-November.

President Kramer requested two members from the Board of Directors be selected to serve on a committee to work with staff and community leaders to lay groundwork for extending service. Mark Griffith and Anita Bower volunteered to serve on this committee.

The last item on the agenda was a suggestion from Robert Kramer concerning solar generated electricity. The electric bills for CENTRA are increasing even though the State replaced the lighting in the garage. This matter was tabled for further discussion but members were receptive to looking into the matter.

Jim Griffin made a motion, and Tom Durrett seconded to close the meeting to the public and enter into Executive Session to discuss personnel matters and legal issues.

After returning from Executive Session, Tom Durrett made a motion and Jim Griffin seconded the motion, to open the meeting to the public.

Tom Durrett made the motion, Mark Griffith seconded the motion to appoint Jim Griffin as Pro Tem Vice President, replacing Jeff Nelson who previously held the Vice President's position.

It was discovered that an oversight had been made when Vanessa Perkins received a 2 ½% raise in salary on July 1, 2017 and in order to correct this oversight, Jim Griffin made a motion to place in the record Vanessa Perkins increase in salary to \$59,265.60, which includes a 2 1/2% increase from the previous year. The motion unanimously passed.

There being no further business to discuss, by motion of Jim Griffin, seconded by Tom Durrett, and unanimously passed, the meeting was adjourned.

Approved by:



Robert Kramer, President

Respectfully submitted:



Anita S. Bower
Secretary-Treasurer