

General Manager Tim Thomas informed the board he had to prepare the budget application for FY21 to the WV Division of Public Transit prior to the normal deadline of February 28<sup>th</sup>. Executive Director, Mr. Bill Robinson requested all Section 5311 applications be into his office no later than February 15<sup>th</sup>. After discussion, Ms. Angie Short made the motion to accept, and Mr. Mark Gillespie seconded. Motion carried.

WV Section 5311 Grant Budget:

The Board reviewed the payroll information presented. After no discussion on payroll, Mr. Wayne Halstead made the motion to approve payroll as presented, seconded by Ms. Angie Short. Motion carried.

Payroll:

General Manager Tim Thomas and Fiscal Officer Janet Johnson went over the vendor payments. Ms. Angie Short made the motion to accept the vendor payments, seconded by Mr. David Smith. Motion carried.

Vendor Payments:

Mr. Wayne Halstead made the motion to accept the information as presented, seconded by Ms. Angie Short. Motion carried.

Financial and Statistical Information:

The request for approval of the minutes of the January 8, 2020 Board Meeting. Ms. Angie Short made the motion, seconded by Mr. Wayne Halstead. Motion carried.

Minutes January 8, 2020 Board Meeting:

Staff Present: Tim Thomas, General Manager and Janet Johnson Fiscal Officer.

Members Absent: Board Member Shannon Beatty.

Members present: President David Smith, Vice-President Angie Short, Secretary-Treasurer Wayne Halstead (via telephone), Board Member Mark Gillespie, (via telephone) and Board Member Mary Surbaugh (via telephone).

Date of Board Meeting: March 18, 2020 Started at 5:00pm

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**Mountain Transit Authority**



Board Meeting Schedule Date Changes:

General Manager Tim Thomas requested the dates of the board meetings be changed to January, March, May, July, September, and November. The holiday season limits the availability of many members and staff. Ms. Angie Short made the motion to accept the change, second by Mr. Mark Gillespie. Motion carried.

Leasing of mini vans for SOR Grant:

General Manager Tim Thomas requested the board to approve the lease of three or more mini vans for the SOR Grant. The Division of Public Transit is having issues in obtaining access to allow transit systems to order mini vans off the SVC. It was explained the cost per year can be recovered in one month of billing of the SOR grant. The vehicles are 100% covered under the contract, no extra cost to MTA other than the monthly payments. New vans will be replaced on occasion by Enterprise Car Rental under the CTA lease agreement. The cost of each vehicle is \$895 per month.

New hires in office:

General Manager Tim Thomas introduced Ms. Janet Johnson new Fiscal Officer at the meeting and informed the board of the hiring of Kevin Pauley, Operations Manager and intend to hire a Mobility Officer/Backup Dispatcher who will oversee the SOR's Grant and Mobility Management. FTA is currently pushing the Mobility Management and it is taking a lot of time away from other staff who currently have duties they cannot keep up with.

Adjournment:

Ms. Angie Short made the motion to adjourn the meeting at 6:29 pm, seconded by Mr. Mark Gillespie. Motion carried.

President

Secretary/Treasurer

Charles D. Short

Date

5/21/20

General Manager

Date

5/21/20