

- **PRESENTATION**

July 2004 Driver of the Month

The Board announced the Authority's July 2004 Drivers of the Month, Mr. Jim Huffman and Mr. Tom Jones. The Board also recognized Clinton Burns, Don Cummings, and Jake Cress, for their outstanding performance during the month of July 2004.

- **OPPORTUNITY FOR PUBLIC COMMENTS:**

- None

DATA SUMMARIES/CORRESPONDENCE:

Bruce Gilbert entered the Transit Authority Board Meeting.

The General Manager stated that the passenger trips for June 2004 were 28,472 and were up 21% over June of 2003, and were up 25% over total passenger trips for 2003. Disabled passenger trips were up 40 %, senior passenger trips were up 44% and, West Virginia University "Ride with I.D." passenger trips were up 27%. The cost per passenger trip was up from \$4.20 per passenger trip in May 2004 to \$4.38 per passenger trip in June 2004. For the Transit Authority for the month of June, traveled 51,884 miles, made 3,665 schedules, answered 154 Rail Trail questions, and answered over 2,761 phone calls.

The General Manager stated that the following personnel changes have been made:

- A. Driver Jodi Anglin resigned
- B. Driver Roy Jefferson passed away, the Transit Authority sent flowers, Paul Burns and David Bruffy attended the memorial service
- C. John Hemerick and Kevin Mackie have been promoted to Shift Dispatchers
- D. Paul Burns was promoted to Operations Officer
- E. Ron Gatian was promoted to Interim Social Service Officer

FINANCIAL REPORT:

A. Approval of the June 2004 Monthly Financial Report

Asel Kennedy Made a Motion to approve for audit the Financial Report as presented for June 2004. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

The General Manager stated that \$195,000 would be the amount needed to proceed on with the asbestos removal from the roof of the New Maintenance Facility. He asked the Transit Authority Board approve \$195,000 for the removal of the asbestos.

Bruce Gilbert Made a Motion to pay up to the \$195,000 needed to do the asbestos removal from the roof at the New Maintenance Facility. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

B. Audit Review Committee Assignments

The General Manager requested that an Audit committee be appointed.

President Bob Roberts appointed Asel Kennedy, David Flynn, and Larry Calemine to serve on the audit review committee for the auditor contract proposal for the fiscal year audit 2003-2004.

OLD BUSINESS:

A. Maintenance Facility Update

The General Manager stated that the demolition of the old heating system is complete. He showed the Transit Authority Board some samples of tile to be used for the transportation plaza sidewalks and possibly the entrance of the building.

Asel Kennedy Made a Motion that in anticipation of the opening of the New Maintenance Facility and the increased traffic flow because of the New School being built down Dupont Road, the Transit Authority draft a letter to the MPO requesting consideration for placing a stop light at the intersection of Fairmont Road and Dupont Road for the safety of individuals who will be traveling on these roads. Jenny Dinsmore seconded the Motion.

For: All Present and Voting

Opposed: None

B. 2004-2005 Goals and Objectives Update

The General Manager presented the progress report Goals and Objectives monthly update to the Transit Authority Board for their review.

C. "No Place Like Home" Grant Approval and Activities

The General Manager stated that the Transit Authority had received \$1,000 dollars to fund transportation for people who need assistance. The Authorities survey software will be used to enable potential riders to fill out an application for this service on line.

NEW BUSINESS:

A. Annual Substance Abuse Policy Review

David Flynn Made a Motion to re-adopt the Substance Abuse Policy for the fiscal year 2004-2005 as presented. Larry Calemine seconded the Motion.

For: All Present and Voting

Opposed: None

B. Trolley Service Update

The General Manager stated that the Trolley service was ended on July 2, 2004. The Transit Authority is working on service proposal that will benefit the community, West Virginia University, and the Downtown area.

ADJOURNMENT

The Transit Authority Board Members agreed by consensus to cancel the August 11, 2004 Board Meeting.

Jenny Dinsmore Made a Motion to adjourn at 7:00 P.M.