EASTERN PANHANDLE TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

The Eastern Panhandle Transit Authority (EPTA) Board of Directors met on Monday June 15, 2026. Present: John Cline, Nic Diehl, Mike Ferrari, Kimberly Foore, Charlie Hall, Joy Lewis, Nadine Kennedy, Jim McGowan, and Elizabeth Ricketts.

EPTA staff members present: Director Elaine Bartoldson and Deputy Director Louis Grindle.

Guests present: Mike Moody, Chris and Jamie Teague.

The Board Members monthly packet included the following: May 18, 2026, meeting minutes, June 15, 2026, meeting agenda and April Financial Statements.

The Board Meeting was called to order at 4:01 pm by President Nic Diehl.

APPOINTMENTS

None

INTRODUCTION OF GUESTS

Chris and Jamie Teague – Greenridge Contractors, Inc.

APPROVAL OF MINUTES

President Nic Diehl asked if all Board Members had reviewed the May 18, 2026, board meeting minutes and if any corrections are needed. John Cline made a motion to approve the minutes with a change to clarify the word "stock"; Jim McGowan seconded the motion; and the motion was approved.

BUDGET REPORT AND FINANCIALS

Elaine Bartoldson provided an overview of the May 2026 financials. We are at 91% of our budget with no unexpected expenses. Ended the month in a positive cash flow. YTD should be at 91% with revenues at 84% and expenses at 79%. Charlie Hall made a motion to approve the financials; Nadine Kennedy seconded the motion; and the motion was approved.

OLD BUSINESS

A. EPTA Multimodal Transit Center Project

i. Project Update: Interior picture updates included in board packet, roof is complete, and the bypass has been completed. Waiting for Myers Building to provide schedule update.

B. 50th Anniversary-Actual Date November 10, 2026. Orion Strategies to start social media campaign.
C. 401K Employee Program (Part – Time Employees): we are required to include part-time employees and have done that with 1 signing up.
D. EPTA Board Elections: Kimberly Foore made a motion to nominate and appoint current officers to remain for FY27; Elizabeth Ricketts seconded the motion; and the motion was approved.

NEW BUSINESS

A. EPTA Zero Tolerance Drug & Alcohol Policy Update: Resolution 2026-08: Kimberly Foore made a motion to adopt Resolution 2026-08; John Cline seconded the motion; and the motion was approved.
B. RFP 2026-037 Annual Audit Review Services: RFP will be put out for a 3-year service and will have for Board approval at August meeting.
C. WVPTA Annual Conference, Stonewall Resort, July 27-31, 2026: Need to know who is interested in attending, let Louis know by end of week.
D. Announcement of Employee Recognition – WVPTA Excellence Awards: 1 employee being recognized, small urban driver of the year. We were also second in passenger increase and will be recognized.
E. CTAA Board SUN Conference: August 4-7, 2026: Louis and Elaine will be attending. Peer to peer and best practices.
F. RFP 2026-03 Low Floor Mini Van – Bid Opening: asked to lead this from the state division of public transit for all state agencies. Had to move the proposal due date and will be looking for a few board members to join in opening bid.
G. GTFS Update: MPO has been updating our GTFS (federal requirement) and the person who has been doing this for us is leaving so we are going to be responsible for now. She has offered to stay on as a consultant. The heavy lift will be realigning routes once we move to new transfer station.
H. Rural Health Transformation Program – WVPTA: this is a federal program, we met with our lobbyist and leadership for the association and currently have a program manager for the SOR program (we get revenue from that). The state received 48 million dollars and public transit received a specific pot of money in that and we are trying to see what the requirements are and what we need to do.
I. Directors Report:
    a. Finalizing Harpers Ferry work plan and budget
    b. Hired Office Administrator
    c. Committee Meetings for 4th Quarter will happen in June 2026
    d. Directors Report:
        I. WV Core premiums decreased 1%
        II. Partnering with Bolivar and they are taking and installing a bus shelter. Ranson is taking 6 shelters. 7 of the 10 shelters will be in Jefferson County.

Legal/Personnel Matters (possible Executive Session)

Kimberly Foore made a motion to enter executive session at 4:32pm; John Cline seconded the motion; and the motion passed. Executive session ended at 5:19pm

No action was taken in executive session.

Jim McGowan made a motion to adjourn; Mike Ferrari seconded. Meeting was adjourned at 5:19pm.

The next Board Meeting will be July 20, 2026, at 4:00pm (In Person)