

EASTERN PANHANDLE TRANSIT AUTHORITY BOARD OF DIRECTORS MEETING

The Eastern Panhandle Transit Authority (EPTA) Board of Directors met on Monday September 15, 2025. Present: Jennie Brockman, Nic Diehl, Kimberly Foore, Charlie Hall, Jim Klein, Joy Lewis, Jim McGowan, Andrew Mollohan, Elizabeth Ricketts and Tina Roach.

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

Guests present: Mike Mood and Jim Whitacre

The Board Members monthly packet included the following: August 18, 2025, meeting minutes, September 15, 2025, meeting agenda and August Financial Statements.

The Board Meeting was called to order at 4:00 pm by President Nic Diehl.

APPOINTMENTS

- A. Bill Klingelsmith-Resignation

INTRODUCTION OF GUESTS

None

APPROVAL OF MINUTES

President Nic Diehl asked if all Board Members had reviewed the August 18, 2025, board meeting minutes and if any corrections are needed. Elizabeth Ricketts made a motion to approve the minutes; Jennie Brockman seconded the motion; and the motion was approved.

BUDGET REPORT AND FINANCIALS

Elaine Bartoldsen provided an overview of the financials. No big surprises for August AP. We should be at 16% of our YTD and we did have a negative number in August because of Shepherd is not back and this is how we start; we will make it up. The only thing out of line is the dues and membership but that is typical. Jennie Brockman made a motion to approve the financials; Jim McGowan seconded the motion; and the motion was approved.

OLD BUSINESS

- A. EPTA Multimodal Transit Center Project
 - i. Project Update: Working on the admin footers now. Stormwater bypass has been ongoing. We submitted a storm drain bypass, not near the

alley, we can link into the current. \$350,000 Michael Baker independent cost estimate. Waiting on the GC which is due to us by Friday. City has approved the design.

- B. Transit Development Plan-Resolution 2026-003: Jennie Brockman made a motion to accept Resolution 2026-003 approving the Transit Development Plan 2025-2030; Elizabeth Ricketts seconded the motion and the motion was approved.

NEW BUSINESS

- A. ModivCare: ModivCare has filed for Chapter 11 Bankruptcy and planned reorganization. We were notified. We received a letter today that they have the final disclosure statement hearing in October and business will continue as usual.
- B. TRANSIGN Interior LED Signage – Resolution 2026-004 \$32,000 cost, 20% of it we pay. Provides visual signage for hearing impaired and is ADA compliant. Elizabeth Ricketts made a motion to accept Resolution 2026-004 TRANSIGN Interior LED Signage; Kimberly Foore seconded the motion and the motion was approved.
- C. Employee Evaluation Scheduled for October and November: Elaine, Louis and Raymond will be completing.
- D. National Transit Data Reporting: October is the time to submit all data. Our allocation is based upon ridership, so it is very important reporting.
- E. Workers Comp Audit: end of September. Working with accountant September 25, 2025, on site.
- F. Directors Report:
 - a. State minivan procurement, working with the urbans.
 - b. Resubmitting DEP permit
 - c. Building project

Legal/Personnel Matters (possible Executive Session)

No executive session

Jim McGowan made a motion to adjourn; Kimberly Foore seconded. Meeting was adjourned at 4:22pm.

The next Board Meeting will be October 20, 2025, at 4:00pm (In Person)