

**MONONGALIA COUNTY URBAN MASS
TRANSPORTATION AUTHORITY BOARD OF
DIRECTOR'S MEETING**

August 20, 2025

Authority Members Present:

Jenny Dinsmore
Jeremy Evans
Wesley Nugent
Terri Cutright
Russ Rogerson
Jonathan Cook
Stephanie Hunt

Authority Members Not Present:

Other Personnel Present:

Maria Smith
Kimberly Fragola
Loring Danielson
Jessica Bragg

Others Present:

Cassidy Roark with Dominion Post

I. Election of Officers

Jeremy Evans made a motion to accept to accept and maintain the current slate of officers,
Terri Cutright seconded the motion.

For: All

Opposed: None

- **Jenny Dinsmore** – President
- **Jeremy Evans** – Vice President
- **Wesley Nugent** – Treasurer
- **Terri Cutright** – Secretary

II. Call to order

**The Transit Authority Board Meeting for August 20, 2025 was called to order at 12:04 PM
by President Jenny Dinsmore.**

III. Reading and Approval of Minutes:

a. June 17, 2025

President Jenny Dinsmore requested a motion to approve minutes for June 17, 2025.

Terri Cutright made a motion to approve minutes for June 17, 2025, **Jeremy Evans** seconded

the motion.

For: All

Opposed: None

b. June 18, 2025

President Jenny Dinsmore requested a motion to approve minutes for June 18, 2025, with two (2) minor spelling changes.

Jeremy Evans made a motion to approve minutes for June 18, 2025, **Russ Rogerson** seconded the motion.

For: All

Opposed: None

IV. Presentations:

a. Driver of the Month June 2025

The Transit Authority Board announced the Authority's June 2025 Driver of the Month, John Porter. The Authority also recognized Shawn Devall, Craig Wilfong, Tom Jones, and Alexander Siracusa for their outstanding performance during the month of June 2025.

b. Driver of the Month July 2025

The Transit Authority Board announced the Authority's July 2025 Driver of the Month, Craig Wilfong. The Authority also recognized Tom Jones, Mike Fisher, Amanda Poe and Daniel Shorter for their outstanding performance during the month of July 2025.

c. Rider of the Month July 2025

The Transit Authority Board announced that Alicia Hoag is the July 2025 Rider of the Month selected by the Mountain Line Transit Citizen's Advisory Committee. The next Mountain Line Transit Citizen's Advisory Committee will be held Wednesday September 17, 2025 in person or via zoom at 1:30PM.

d. Rider of the Month August 2025

The Transit Authority Board announced that Brian Halley is the August 2025 Rider of the Month selected by the Mountain Line Transit Citizen's Advisory Committee. The next Mountain Line Transit Citizen's Advisory Committee will be held Wednesday September 17, 2025 in person or via zoom at 1:30PM.

e. New Hires Introductions June & July

CEO Maria Smith announced the new hires for the month of June 2025: Shawntel Lambka and Nick Smith as Full-Time Drivers and Jeffrey Stanley as Part-Time Driver.

CEO Maria Smith confirmed that no new hires were made in July 2025.

V. Public Comment (Rules & Procedures)

President Jenny Dinsmore opened for public comment.

There were no public comments made.

VI. Monthly Data Summaries and Correspondence:

Mountain Line Transit Authority - June 2025 Ridership Report

- **Total Monthly Ridership:** 34,316 trips
- **Year-over-Year Comparison (June 2024–June 2025):** 1% change
- **Monthly Comparison:**
 - All Riders: -6%
 - Disabled Riders: +28%
 - Senior Riders: +18%
 - WVU Riders: -2% (7,261 trips)

Ridership by Service:

- Grey Line: 777 trips
- High School Riders: 312 trips
- Senior Riders: 3,337 trips
- New FIT Service: 110 trips
- State Opioid Response (SOR): 243 trips (23,058 cumulative since March 2020)
- Ride Mon: 616 trips (12,613 cumulative since May 2022)
- Military Pass Program: 55 trips
- Property Pass Tax Program: 8,527 trips (1,262 passes distributed since January 2020)
- Sweep Account Interest \$8,797.97
- Don Knotts: 5,650 trips
- Community Access Passes: 680 trips (4,745 passes distributed since November 2024)

Mileage: 125,169 miles traveled in June 2025.

Mountain Line Transit Authority - July 2025 Ridership Report

- **Total Monthly Ridership:** 33,909 trips
- **Year-over-Year Comparison (July 2024–July 2025):** 0% change
- **Monthly Comparison:**
 - All Riders: -12%
 - Disabled Riders: +28%
 - Senior Riders: +22%
 - WVU Riders: -22% (6,248 trips)

Ridership by Service:

- Grey Line: 641 trips
- High School Riders: 174 trips
- Senior Riders: 3,563 trips
- New FIT Service: 111 trips
- State Opioid Response (SOR): 210 trips (23,268 cumulative since March 2020)
- Ride Mon: 580 trips (13,193 cumulative since May 2022)
- Military Pass Program: 71 trips
- Property Pass Tax Program: 9,031 trips (1,290 passes distributed since January 2020)

- Sweep Account Interest \$9,116.15
- Don Knotts: 6,133 trips
- Community Access Passes: 62 trips (4,807 passes distributed since November 2024)

Mileage: 133,355 miles traveled in July 2025.

VII. Committee Reports:

a. Finance Committee Report

i. June 2025 Finance Report

President Jenny Dinsmore requested a motion to approve the Finance Report for June 2025.

Terri Cutright, made a motion to approve the Finance Report for May 2025, **Jeremy Evans** seconded the motion.

For: All

Opposed: None

ii. July 2025 Finance Report

President Jenny Dinsmore requested a motion to approve the Finance Report for July 2025.

Jeremy Evans, made a motion to approve the Finance Report for May 2025, **Russ Rogerson** seconded the motion.

For: All

Opposed: None

VIII. Old Business:

a. Construction Updates

i. Roofing Project

CEO Maria Smith Maria reported that Mountain Line Transit is in the final stages of finalizing the Request for Proposals (RFP) in collaboration with the architecture and engineering (A&E) firm. The current draft includes a deeper level of roof replacement than previously suggested. Staff will meet with the A&E firm next week to discuss if this is necessary.

A formal funding letter confirms a total allocation of \$1.4 million for the project, with 80% provided through federal sources and the remaining 20% covered by local funds.

The RFP bid process is tentatively scheduled to begin in September.

ii. Lot A Development

CEO Maria Smith reported that Mountain Line Transit has reached full capacity in its existing bus garage, resulting in operational inefficiencies. The limited space restricts effective vehicle staging, particularly during winter morning pull-outs, and contributes to delays in cold weather operations.

To address these constraints, **CEO Maria Smith** proposed engaging a design and architecture team to conduct a spatial feasibility study for Lot A. The study will evaluate potential infrastructure improvements, which may include:

- Expansion of the existing garage
- Designated public parking
- Dedicated employee parking
- Water runoff drainage improvements
- Construction of an employee walkway

The initiative also aims to enhance winter accessibility for staff, ensuring safer and more efficient access to the facility during inclement weather.

This item will remain open for continued discussion and planning.

iii. Door Locking System

CEO Maria Smith reviewed potential upgrades to Mountain Line Transit's door locking system, which has been in place for over six years. Several doors have begun to malfunction, making it increasingly difficult to gain full access to the building. The aging system has prompted consideration of replacement or modernization to ensure secure, reliable, and efficient entry for staff and authorized personnel.

This item will remain on the agenda for continued discussion and planning.

iv. Locker Room Renovation

CEO Maria Smith explained that Mountain Line Transit drivers have exhausted available space for storing personal belongings, underscoring the need for improved staff accommodations. In response, she proposed initiating a design process to enhance the existing break room area, which currently includes two bathrooms. The objective is to create a more functional and comfortable space that better supports daily operations and staff.

This item will remain on the agenda for continued discussion and planning.

v. Propane Fueling Station Canopy

CEO Maria Smith discussed the potential addition of a canopy over the propane fueling area to provide protection for both equipment and drivers during inclement weather. The proposed improvement aims to enhance safety, preserve fueling infrastructure, and support more efficient operations in adverse conditions.

This item will remain on the agenda for continued discussion and planning.

vi. Security Fence Gate Controller

CEO Maria Smith reviewed the condition of the security fence gate controllers and identified the need for replacement and upgrade. The current system no longer meets operational standards and poses risks to facility safety and security. Upgrading the controllers is necessary to maintain compliance with Federal Transit Administration (FTA) regulations and to ensure secure access to the premises.

This item will remain under evaluation as part of ongoing facility improvement planning.

b. Downtown Signage Installation Plan

CEO Maria Smith stated the plan is in process for final comment then will be ready to propose to the city.

c. FTA Review Status

CEO Maria Smith was pleased to announce that no edits were required following the draft of the final report. Mountain Line Transit is now awaiting the final report, scheduled for September.

This item will remain on the agenda for continued monitoring and follow-up.

IX. New Business:

a. Small Vehicle Purchase – (\$476,000 federal, \$119,000 local)

CEO Maria Smith requested board approval for the purchase of seven (7) small vehicles to support Mountain Line Transit operations for our SOR, NewFit and RideMon services. The proposed acquisition is intended to replace failing equipment, improve service flexibility, and enhance operational efficiency across the system. Each of the seven (7) vehicles being replaced have reached their useful life in years.

President Jenny Dinsmore requested a motion to approve Seven (7) Small Vehicle Purchase.

Terri Cutright, made a motion to approve Seven (7) Small Vehicle Purchase, **Stephanie Hunt** seconded the motion.

For: All

Opposed: None

X. Board Member Reports and MPO Update:

CEO Maria Smith participated in the first public meeting hosted by the Morgantown Monongalia Metropolitan Planning Organization (MMPO) to discuss the 2025–2055 Metropolitan Transportation Plan Update. The meeting was held at Mountain Line Transit and drew a strong turnout of 19 attendees, reflecting meaningful community engagement.

The session focused on draft recommendations for subarea improvements, including:

1. **Downtown Morgantown Traffic Study** – Strategies to address congestion and improve flow in the urban core
2. **Brookhaven Road Area Improvements** – Enhancements aimed at safety, accessibility, and connectivity
3. **Subarea Conceptual Connection for Monongalia County** – Long-range planning for regional mobility and infrastructure integration
4. **Star City/University Avenue Pedestrian Facility Improvements** – Proposed upgrades to pedestrian access and safety in high-traffic corridors

CEO Maria Smith presented an overview of the proposed development schedule for the 2025–2055 Metropolitan Transportation Plan (MTP). The schedule outlines a series of public engagement opportunities designed to gather input and ensure transparency throughout the planning process.

Public Engagement Schedule (Location and time are subject to change)

- **August 19, 2025** – *First Public Meeting* Location: Mountain Line Transit Terminal
- **Late August 2025** – *Pop-up Display* Location: WVU Mountainlair / PRT Mountaineer Station
- **Mid-September 2025** – *Second Public Meeting* Location: Morgantown City Hall
- **Late September 2025** – *Pop-up Display* Location: Mon County Courthouse Plaza → *Draft MTP available for public comment by end of September*
- **Early October 2025** – *Virtual Public Meeting*
- **Mid-October 2025** – *Pop-up Display* Location: WVU Mountainlair / PRT Mountaineer Station
- **Late October 2025** – *Third Public Meeting* Location: Riverfront Historical Bus Depot
- **Early November 2025** – *Virtual Public Meeting*
- ***Plan Adoption Timeline:***
- **November 2025** – Submission to MMMPO Policy Board for adoption → If necessary, final adoption may occur at the January 2026 meeting

CEO Maria Smith presented an overview of the Greenbag Road Study...

CEO Maria Smith and Assistant Manager Kimberly Fragola attended the annual Small Urban Network (SUN) Conference hosted by the Community Transportation Association of America (CTAA). This event provides chief executives and senior leaders from small-urban transit agencies an opportunity to connect with peers, exchange ideas, and collaboratively shape CTAA's policy strategy impacting small urban systems.

A highlight of this year's conference was the participation of **Mark Molinaro, Administrator of the Federal Transit Administration (FTA)**, who engaged attendees in discussions on federal priorities and strategic direction.

Key Presentations Included:

- Lessons from Our Host State featuring MnDOT
- Beyond the Route: How Microtransit is Reimagining Community Mobility
- Insights from FTA's Program Oversight Director
- Facility Funding and Building for Small Urban Transit
- Small Urban Transit Research Rundown
- Legislative Workshop

During the conference, **CEO Maria Smith** shared insights the Metro Bus Operations Center Transit Center Mobility Training Center. She affirmed the program's value in enhancing community mobility and operational readiness, noting it as a beneficial model actively utilized by the agency.

CEO Maria Smith and Assistant Manager Kimberly Fragola attended the West Virginia Public Transportation Association (WVPTA) Conference, representing Mountain Line in a series of sessions focused on leadership, innovation, and strategic planning. Presentations and keynote addresses from nationally recognized speakers, including:

Featured Presentations

The conference showcased nationally recognized speakers who delivered impactful insights on transit leadership and organizational excellence:

- **Greg White** – “*The Winning Edge*” Focused on cultivating resilience and performance in transit leadership.
- **Mark Aesch** – Author of “*Driving Excellence*” Shared strategies for driving organizational change through clear vision and accountability.
- **Amanda Barlow** – “Leading with Purpose: Where *Value Drives Action*” Emphasized aligning operational decisions with core values to enhance public trust and service delivery.

Dignitaries & Industry Representation

Key dignitaries in attendance included:

- **Michael DeMers** – Deputy Secretary, West Virginia Department of Transportation
- **Terry Garcia Crews** – Regional Administrator, Federal Transit Administration (Region 3)

Industry representation included

- Community Transportation Association of America (CTAA)
- Federal Transportation Administration
- Transportation Security Administration
- American Public Transportation Association (APTA)

Membership Meeting Highlights

The WVPTA Membership Meeting featured celebrations and recognitions honoring excellence across the transit community:

- **Triennial Review Recognition**
- **Annual Banquet and Awards Presentation**
 - *Tom Jones* – WV Outstanding Transit System Driver of the Year
 - *Jeramiah Bland* – Honorable Mention, Outstanding Maintenance Employee of the Year
 - *Best in Marketing* – Category Winner
 - *Brenda Wilmoth* – Barbour County Senior Center (*In Memoriam Plaque*)
 - *Janie Lou White* – Buckwheat Express (*In Memoriam Plaque*)

CEO Smith and Assistant Manager Fragola actively engaged with agency leaders and industry peers to exchange best practices and explore funding strategies aligned with Mountain Line’s long-range planning goals.

XI. Next Board Meeting Date:

Next Board Meeting will be held on Wednesday September 17, 2025 at 12:00PM.

XII. Adjournment:

Terri Cutright made a motion to adjourn **1:34 PM**.