

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

June 18, 2025

Authority Members Present:

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

Authority Members Not Present:

Terri Cutright

Other Personnel Present:

Maria Smith
Kimberly Fragola
Jessica Bragg

Others Present:

Denny Poluga
Cassidy Roark

I. Call to order:

The Transit Authority Board Meeting for June 18, 2025 was called to order at 12:05 PM by President Jenny Dinsmore.

II. Reading and Approval of Minutes:

a. May 21, 2025

President Jenny Dinsmore requested a motion to approve minutes for May 21, 2025.

Jeremy Evans made a motion to approve minutes for May 21, 2025, **Jonathan Cook** seconded the motion.

For: All

Opposed: None

III. Presentations:

a. Driver of the Month May 2025

The Transit Authority Board announced the Authority's May 2025 Driver of the Month, Ron McCourt. The Authority also recognized Tom Jones, Alexander Siracusa, John Porter and Mike Fisher for their outstanding performance during the month of May 2025.

b. Rider of the Month June 2025

The Transit Authority Board announced that Mark Clemons is the June 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 July 16, 2025 in person or via zoom at 1:30PM.

c. New Hires Introductions May 2025

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

d. Employee Appreciation

On behalf of the Board of Directors of the Mountain Line Transit Authority, **CEO Maria Smith** was honored to present **Denny Poluga** with the Employee Appreciation Award in recognition of his outstanding dedication and service to the residents and visitors of Monongalia County.

The Board extends its sincere appreciation for Mr. Poluga's unwavering commitment, enthusiasm, and integrity in public service. His contributions have left a lasting impact on our organization and community.

Mr. Poluga served on the Board of Directors from 2008 to 2021 and continued his dedication as a transit operator from 2021 to 2025. His years of service reflect a deep devotion to the mission and values of Mountain Line, and we are grateful for his remarkable legacy.

IV. Public Comment (Rules & Procedures)

President Jenny Dinsmore opened for public comment.

There were no public comments made.

a. Grey Line Waynesburg Airport Stop Relocation

CEO Maria Smith provided an update regarding the recent adjustment to the Grey Line route serving Waynesburg Airport in Greene County. With the county proceeding with the sale of the airport property, Mountain Line received advance notice and was tasked with identifying an alternative stop location.

To ensure community input, public participation was encouraged. The majority of feedback was positive; however, one rider expressed concern about walking distance to the proposed location and suggested Sheetz as a preferred stop. Unfortunately, Sheetz declined permission due to concerns related to loitering.

CEO Maria Smith noted she will personally follow up with the rider to address their concern. Moving forward, the Grey Line will operate a new stop at **Walmart, 405 Murtha Drive, Waynesburg, PA 15370**.

CEO Maria Smith reviewed the upcoming timetable changes, which will take effect shortly. The revised schedule adjusts arrival times forward by approximately six (6) minutes to better align with operational targets and reduce early arrivals observed under the previous timetable.

This adjustment is part of Mountain Line’s ongoing efforts to improve service reliability and enhance the rider experience.

V. Monthly Data Summaries and Correspondence:

Mountain Line Transit Authority - May 2025 Ridership Report

- **Total Monthly Ridership:** 39,884 trips
- **Year-over-Year Comparison (May 2024–May 2025):** 2% change
- **Monthly Comparison:**
 - All Riders: +3%
 - Disabled Riders: +45%
 - Senior Riders: +39%
 - WVU Riders: +28% (11,361 trips)

Ridership by Service:

- Grey Line: 766 trips
- High School Riders: 530 trips
- Senior Riders: 3,611 trips
- New FIT Service: 100 trips
- State Opioid Response (SOR): 222 trips (22,815 cumulative since March 2020)
- Ride Mon: 612 trips (11,997 cumulative since May 2022)
- Don Knotts: 5,992 trips
- Military Pass Program: 54 trips
- Property Pass Tax Program: 9,013 trips (1,225 passes distributed since January 2020)
- Sweep Account Interest \$9,058.42
- Community Access Passes: 2,355 trips (3,801 passes distributed since November 2024)

Mileage: 138,324 miles traveled in May 2025.

VI. Committee Reports:

a. Finance Committee Report

i. May 2025 Finance Report

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

Wesley Nugent, made a motion to approve the Finance Report for May 2025, Jeremy Evans seconded the motion.

For: All

Opposed: None

VII. Old Business:

a. Construction Updates

i. Roofing Project

CEO Maria Smith confirmed that she received a report on June 17, 2025, outlining the preliminary details of the Request for Proposals (RFP) for the upcoming roof replacement project. During the last discussion, cost estimates were noted to be higher than expected due to damage found within the multiple layers of the existing roof.

The architectural and engineering (A&E) team initially anticipated the project would proceed this year. However, based on current developments in the bidding process, the timeline now suggests the work may be scheduled for spring of next year.

CEO Maria Smith

b. Downtown Signage Installation Plan

CEO Maria Smith confirmed there were no additional updates at this time. She advised that the extended timeline is due to the need for review and approval of 14 designated stop locations in coordination with the Metropolitan Planning Organization (MPO).

c. FTA Review Status

CEO Maria Smith provided an update on the ongoing FTA review process, noting that the initiative began in December 2024. All requested documentation was submitted by the end of February 2025, in accordance with federal deadlines. In May 2025, the FTA submitted a follow-up request for additional information.

The in-person review is scheduled to begin on Monday, June 24, 2025, at 1:00 PM, and conclude on Tuesday, June 25, 2025, by 5:00 PM.

d. Grey Line – Waynesburg Airport Stop Relocation

President Jenny Dinsmore requested a motion to approve and enact this agenda item, with an effective date of July 1, 2025.

Jeremy Evans, made a motion to approve and enact this agenda item, with an effective date of July 1, 2025, **Stephanie Hunt** seconded the motion.

For: All

Opposed: None

VIII. New Business:

a. Workers Comp Insurance

CEO Maria Smith provided an update on the current Workers' Compensation Insurance coverage. She reported that the Encova policy has increased rates and does not include broad form coverage. While PIE offers lower rates than both Encova and WVCorp, it also lacks broad form coverage. In contrast, the WVCorp policy includes broad form coverage at a lower rate than Encova.

President Jenny Dinsmore requested a motion to approve Workers Comp Insurance.

Russ Rogerson, made a motion to approve Workers Comp Insurance, **Stephanie Hunt** seconded the motion.

For: All

Opposed: None

b. West Run Service Agreement

CEO Maria Smith is currently reviewing the proposed budget submitted by West Run, which outlines updated service provisions effective July 1, 2025. Under the new contractual agreement:

- Fixed-route service will operate Monday through Friday, 7:00 AM to 6:00 PM, during the fall and spring academic sessions.
- Daily service hours will be extended by 10 minutes.
- Summer and evening services will be discontinued as part of this adjustment.
- Mountain Line will continue to operate late-night service independently.

This proposal reflects a shift in service strategy and will be evaluated for alignment with organizational goals and rider needs.

President Jenny Dinsmore requested a motion to approve West Run Service Agreement.

Jeremy Evans, made a motion to approve West Run Service Agreement, **Jonathan Cook** seconded the motion.

For: All

Opposed: None

c. WVU Service Agreement

CEO Maria Smith shared that West Virginia University has contacted us regarding a budgetary adjustment. WVU has requested an \$80,000 reduction in contract value. In response, the following route modifications will be implemented:

Service Changes Effective Fall–Spring Academic Term (Including Breaks):

- **#38 Blue & Gold** Operates Monday–Friday, 6:40 AM – 9:00 PM Saturday–Sunday, 3:20 PM – 7:40 PM
- **#1 Campus PM** No changes; service remains unchanged.
- **#44 Valley View** Operates Monday–Friday, 7:30 AM – 2:30 PM
- **#6 Gold Line** Operates Saturday only, 7:00 AM – 7:00 PM **No service on Sundays.**

We appreciate your attention to these updates and will continue to monitor transit demand throughout the academic year.

President Jenny Dinsmore requested a motion to approve WVU Service Agreement.

Russ Rogerson, made a motion to approve WVU Service Agreement, **Wesley Nugent** seconded the motion.

For: All

Opposed: None

d. OWH Agreement

CEO Maria Smith has reviewed the current agreement with Operation Welcome Home. The terms of the partnership will remain consistent with last year, with one minor adjustment: a monthly charge of **\$250.00** will be applied to maintain the agreement.

Once monthly ridership exceeds 200 rides, a per-ride fee will be implemented for all rides beyond that threshold.

President Jenny Dinsmore requested a motion to approve OWH Agreement.

Jeremy Evans, made a motion to approve OWH Agreement, **Stephanie Hunt** seconded the motion.

For: All

Opposed: None

e. FY2025/2026 General Fund Budget – Separate Packet

CEO Maria Smith presented budget, referencing key items discussed during the Special Board Meeting held on June 17, 2025. The Board addressed the Wes Run agreement and expressed support for moving forward. Should there be any adjustments to the contribution amount; a budget amendment will be implemented accordingly. Mountain Line will maintain operations in alignment with the approved budget allocation of \$8,076,655.53.

President Jenny Dinsmore requested a motion to approve FY2025/2026 General Fund Budget.

Jonathan Cook, made a motion to approve FY2025/2026 General Fund Budget, **Stephanie Hunt** seconded the motion.

For: All

Opposed: None

f. FY2025/26 Capital Escrow Account Budget – Separate Packet

CEO Maria Smith confirmed that the Capital Escrow Account Budget remains unchanged, with no amendments anticipated at this time. Mountain Line will proceed with ongoing operations in accordance with the approved Capital Escrow budget allocation of \$8,654,844.01.

President Jenny Dinsmore requested a motion to approve **FY2025/26 Capital Escrow Account Budget**.

Jeremy Evans, made a motion to approve FY2025/26 Capital Escrow Account Budget, **Wesley Nugent** seconded the motion.

For: All

Opposed: None

IX. Board Member Reports and MPO Update:

Russ Rogerson discussed briefly on The Microsimulation Study. Over the past few months, the MPO submitted its findings, which were nearly accepted by the board. Any required changes to the MPO will be addressed at the policy board level once the Public Involvement Plan (PIP) is revised.

Bill Austin will provide an overview of the Microsimulation Study and present the material in layman's terms. A key outcome of the study is that ownership now resides with the MPO, enabling the agency to implement programs focused on improving traffic flow and intersection performance. The prospect of utilizing this data to support growth and infrastructure enhancements is an exciting development for the region.

X. Next Board Meeting Date:

Next Board Meeting will be held on Wednesday August 20, 2025 at 12:00PM.

XI. Adjournment:

Jeremy Evans made a motion to adjourn **1:17 PM**.