

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

November 19, 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
Don Ayersman
Kelli LaNeve
Jessica Bragg
Robert Pingley

Other Personnel Not Present:

Others Present:

I. Call to order

The Transit Authority Board Meeting for November 19, 2025 was called to order at 12:02 PM by President Jenny Dinsmore.

II. Reading and Approval of Minutes:

a. October 15, 2025

President Jenny Dinsmore requested a motion to approve minutes for October 15, 2025.

Jeremy Evans made a motion to approve minutes for October 15, 2025, **Russ Rogerson** seconded the motion.

For: All

Opposed: None

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III. Presentations:

a. Driver of the Month October 2025

The Transit Authority Board announced the Authority's October 2025 Driver of the Month, Tom Jones. The Authority also recognized John Porter, Mike Fisher, Andrew Kapper and Dave Stump for their outstanding performance during the month of October 2025.

b. Rider of the Month November 2025

The Transit Authority Board announced that Lee Anna Johnson is the November 2025 Rider of the Month selected by the Mountain Line Transit Citizen's Advisory Committee. The next Mountain Line Transit Citizen's Advisory Committee meeting will be held Wednesday January 21, 2026 in person or via zoom at 1:30 PM.

c. New Hires Introductions October 2025

CEO Maria Smith announced the new hires for the month of October 2025: Suzanne Reynolds as Part-Time Social Work Intern, Chaunte Reynolds as Full-Time Driver, Michael Malcolm as Full-Time Driver and John Johnson as Full-Time Driver.

IV. Public Comment (Rules & Procedures)

President Jenny Dinsmore opened for public comment.

There were no public comments made.

V. Monthly Data Summaries and Correspondence:

Mountain Line Transit Authority – October 2025 Ridership Report

- **Total Monthly Ridership:** 64,670 trips
- **Year-over-Year Comparison (October 2024–October 2025):** 0% change
- **Monthly Comparison:**
 - All Riders: +1%
 - Disabled Riders: +4%
 - Senior Riders: +29%
 - WVU Riders: +3% (30,566)

Ridership by Service:

- Football Ridership: 7,670
- Grey Line: 732 trips
- High School Riders: 282 trips
- Senior Riders: 4,228 trips
- New FIT Service: 154 trips
- State Opioid Response (SOR): 134 trips (23,680 cumulative since March 2020)
- Ride Mon: 530 trips (14,844 cumulative since May 2022)

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- Military Pass Program: 47 trips
- Property Pass Tax Program: 10,718 trips (1,345 passes distributed since January 2020)
- Sweep Account Interest \$8,577.29

To date, the Community Access Pass Program has provided 8,994 passes to the City, with 6,873 redeemed. Program funding as of October 2025 is \$5,996.00. The passes are most frequently used on Route 50 Don Knotts, followed by Route 9 Purple Line, Route 8 Brookhaven, and Route 16 Pink Line.

Monongalia County Social Services Transportation Pilot Program: November 2024 – October 2025

- **Agencies Participating:** 9
- **15-Ride Passes Distributed:** 2,405
- **Single-Ride Passes Distributed:** 1,423
- **Estimated Potential Trips:** 23,750
- **Actual Trips Taken:** 20,963
- **Total Program Funding:** \$15,833
- **Usage Rate:** 88%

VI. Committee Reports:

a. Finance Committee Report

i. October 2025 Finance Report

At the request of **President Jenny Dinsmore**, the October 2025 Finance Report was tabled until the December 17, 2025 Board Meeting.

VII. Old Business:

a. Construction Updates

i. Roofing Project

CEO Maria Smith formally outlined the bid schedule for the upcoming re-roofing of the bus terminal. The project timeline includes the following key milestones:

- **Legal Advertisement Dates** September 4 and September 12, 2025
- **Pre-Bid Meeting** Tuesday, September 30, 2025 at 10:00 AM **Location:** 420 DuPont Road, Westover, WV 26501
- **Bid Submission Deadline** Tuesday, November 4, 2025 by 2:00 PM
- **Board of Directors Review & Request to Proceed** Wednesday, November 19, 2025 at 12:00 Noon **Location:** 420 DuPont Road, Westover, WV 26501

Interested contractors are encouraged to review full procurement details and access bid documents at <https://www.busrider.org/procurement>.

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ii. Lot A Development

CEO Maria Smith reported that the project has been placed on hold pending further evaluation. No action will be taken until additional review is completed and next steps are determined.

iii. Door Locking System

CEO Maria Smith reported that the Authority is moving forward with the Door Locking System process; however, additional evaluation is required before a final determination can be made.

iv. Locker Room Renovation

CEO Maria Smith reported that the project has been placed on hold pending further evaluation. No action will be taken until additional review is completed and next steps are determined.

v. Security Fence Gate Controller

CEO Maria Smith reported that the project has been placed on hold pending further evaluation. No immediate action will be taken until additional review is completed and next steps are determined.

b. Propane Vehicle #5

CEO Maria Smith announced that the #5 propane vehicle arrived last week. Final modifications are currently underway, with the vehicle projected to be road-ready between late November and December.

VIII. New Business:

a. Fire Alarm System

CEO Maria Smith discussed a minor malfunction with the controller panel. She reviewed the repair cost estimates received, noting that the total expense is expected to be **\$5,000 or less** based on the quotes provided.

b. Roof RFP Bid Award - \$1,095,682.00

CEO Maria Smith presented and reviewed the bidder information submitted in response to the Roofing RFP solicitation. Following discussion and evaluation of qualifications, pricing, and compliance with requirements, the Board determined that **N.F. Mansuetto & Sons, Inc.** best meets the needs of the Authority.

President Jenny Dinsmore requested a motion to approve the Roof RPF Bid Award to N.F. Mansuetto & Sons, Inc - \$1,095,682.00

Terri Cutright, made a motion to approve the Roof RPF Bid Award to N.F. Mansuetto & Sons, Inc - \$1,095,682.00, **Russ Rogerson** seconded the motion.

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For: All

Opposed: None

c. Electrical/Solar Power remove and Replace Bid Award - \$202,732.32

CEO Maria Smith presented and reviewed the bidder information submitted in response to the Roofing RFP solicitation. Following discussion and evaluation of qualifications, pricing, and compliance with the stated requirements, the Board determined that **Mountain View Solar** best meets the operational and service needs of the Authority

President Jenny Dinsmore requested a motion to approve the Electrical/Solar Power Remove and Replace Bid Award to Mountain View Solar - \$202,732.32.

Jonathan Cook, made a motion to approve the Electrical/Solar Power Remove and Replace Bid Award to Mountain View Solar - \$202,732.32, **Stephanie Hunt** seconded the motion.

For: All

Opposed: None

d. Credit Card Account Re-Authorization - \$40,000

President Jenny Dinsmore requested a motion to authorize the resolution that the Monongalia County Urban Mass Transit Authority authorizes **CEO Maria Smith** as signer for the credit card account with Huntington Bank in the amount of \$40,000.

Russ Rogerson, made a motion to authorize the resolution that the Monongalia County Urban Mass Transit Authority authorizes **CEO Maria Smith** as signer for the credit card account with Huntington Bank in the amount of \$40,000. Authorization - \$40,000, **Jonathan Cook** seconded the motion.

For: All

Opposed: None

IX. Board Member Reports and MPO Update:

CEO Maria Smith announced that the Metropolitan Planning Organization (MPO) meeting will be held on **Thursday, November 20, 2025**, to review the regional transportation plan. The agenda includes discussion of the **transportation simulation study** and the accompanying **feasibility analysis**, with time allotted for questions and stakeholder input.

CEO Maria Smith stated that the West Virginia Department of Highways (DOH) has formally requested feedback regarding the Green Bag Road project. Stakeholders are encouraged to review the project details and provide input to support planning and decision-making.

CEO Maria Smith reported that the Mountain Line Transit Authority will participate in the **West Virginia Public Transit Association (WVPTA) Drug & Alcohol Seminar**, held in conjunction with **Managers Training**.

- **Dates:** December 1–5, 2025
- **Location:** Morgantown Marriott, Morgantown, WV

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This training will provide essential updates on compliance, safety, and management practices, reinforcing the Authority's commitment to regulatory standards and professional development.

Russ Rogerson reported that the Exit 155 project is progressing well and expressed optimism regarding the advancement of the New Harmony Grove interchange improvements, which are scheduled to move forward in 2026.

X. Next Board Meeting Date:

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

XI. Adjournment:

Jeremy Evans made a motion to adjourn **12:51 PM**.