

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

September 17, 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
Kelli LaNeve
Loring Danielson
Don Ayersman
Jessica Bragg

Others Present:

I. Call to order

The Transit Authority Board Meeting for September 17, 2025 was called to order at 12:03 PM by President Jenny Dinsmore.

II. Reading and Approval of Minutes:

a. August 20, 2025

President Jenny Dinsmore requested a motion to approve minutes for August 20, 2025.

Terri Cutright made a motion to approve minutes for August 20, 2025, **Jeremy Evans** seconded the motion.

For: All

Opposed: None

III. Presentations:

a. Driver of the Month August 2025

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

b. Rider of the Month September 2025

The Transit Authority Board announced that Christopher McGee is the September 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 November 19, 2025 in person or via zoom at 1:30PM.

c. New Hires Introductions August 2025

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

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 – August 2025 Ridership Report

- **Total Monthly Ridership:** 51,604 trips
- **Year-over-Year Comparison (August 2024–August 2025):** 0% change
- **Monthly Comparison:**
 - All Riders: -1%
 - Disabled Riders: +12%
 - Senior Riders: +19%
 - WVU Riders: 0% (20,729)

Ridership by Service:

- Grey Line: 892 trips
- High School Riders: 222 trips
- Senior Riders: 3,902 trips
- New FIT Service: 128 trips
- State Opioid Response (SOR): 160 trips (23,428 cumulative since March 2020)
- Ride Mon: 587 trips (13,780 cumulative since May 2022)
- Military Pass Program: 84 trips
- Property Pass Tax Program: 9,617 trips (1,303 passes distributed since January 2020)
- Sweep Account Interest \$9,145.61
- Don Knotts: 6,301 trips

Mileage: 132,467 miles traveled in August 2025.

VI. Committee Reports:

a. Finance Committee Report

i. August 2025 Finance Report

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

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

For: All

Opposed: None

VII. Old Business:

a. Construction Updates

i. Roofing Project

CEO Maria Smith has confirmed that the legal advertisement for the Re-Roofing Project will run on **September 4, 2025** and **September 12, 2025**.

Key dates are as follows:

- **Pre-Bid Meeting:** Tuesday, September 30, 2025 at 10:00 AM EST Location: 420 DuPont Road, Westover, WV 26501
- **Submission Deadline:** Tuesday, November 4, 2025 at 2:00 PM EST
- **Board of Directors Review:** Wednesday, November 19, 2025 at 12:00 PM EST Location: 420 DuPont Road, Westover, WV 26501

Additional details and project documents are available on the Mountain Line Transit Authority Procurement Page at <https://www.busride.org/procurement>.

ii. Lot A Development

CEO Maria Smith stated that there is no update at this time; this project will be for A&E services to help us determine how we can make best use of the space. As part of this evaluation, the team will also be inspecting the water runoff system.

iii. Door Locking System

CEO Maria Smith confirmed that there are no new updates at this time. The previous door system was replaced with a wireless configuration; however, frequent battery failures have led to recurring communication issues. We are currently evaluating a hard-wired door system as a more stable alternative. Further updates will be shared once a solution is confirmed.

iv. Locker Room Renovation

CEO Maria Smith explained that the number of drivers has grown, and the room has aged along with the rest of the facility. This area will be included in upcoming renovations to better serve current staffing needs.

v. Propane Fueling Station Canopy

CEO Maria Smith overviewed the proposed shelter for Lot A, noting that other concepts remain under consideration. The least expensive option identified is approximately \$13,000.00.

vi. Security Fence Gate Controller

CEO Maria Smith confirmed that the controllers are not closing the gates properly and, in some cases, are failing to function entirely. The system is a legacy model, and replacement parts are no longer available through standard channels. Further updates will be provided once the full functionality assessment is complete and a recommended course of action is determined.

vii. Fueling System

President Jenny Dinsmore requested a motion to enter an emergency executive session regarding the Fueling System at 12:31 PM.

Jeremy Evans made a motion to enter an emergency executive session regarding the Fueling System citing West Virginia Code §6-9A-4(7), which allows for exceptions to open governmental proceedings “to plan or consider an official investigation or matter relating to crime prevention or law enforcement.” **Terri Cutright** seconded the motion.

For: All

Opposed: None

The meeting reconvened at 1:02 PM.

b. Downtown Signage Installation Plan

CEO Maria Smith confirmed that there is no update at this time. The item remains under review, and additional information will be provided as it becomes available.

c. FTA Review Status

CEO Maria Smith confirmed that the FTA review has been officially closed as of September 25. One finding was noted, but it has since been resolved and measures are in place to ensure it does not recur.

d. Propane Vehicle #5

CEO Maria Smith confirmed that Propane Vehicle 5 will be leaving the manufacturer on September 26, 2025. It is scheduled to ship on September 29 to Rittenhouse, PA, where it will undergo final cleaning, inspection, and installation of the auto system.

VIII. New Business:

a. West Run Agreement

CEO Maria Smith reported that the property manager contacted her regarding the route reduction approved in June. The property manager expressed interest in funding an additional hour of service, and asked if Mountain Line would be able to match with one more hour. The new agreement with West Run would be for \$115,850.91 and with Mountain Line contributing \$73,635.14.

Maria requested a recommendation to move forward with the updated service schedule.

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

Jeremy Evans made a motion to approve the West Run Agreement, **Terri Cutright** seconded the motion.

For: All

Opposed: None

b. Service Cut Responses

CEO Maria Smith presented a review of community feedback regarding recent service reductions across several transit routes.

The **30 West Run** route received 65 responses, of which 57 indicated a negative impact on transit accessibility. One respondent reported a positive effect, while seven noted no change.

With feedback for the **38 Blue & Gold** route, thirteen respondents reported a negative impact, one expressed a positive outcome, and 19 indicated no impact.

The **44 Valley View** route generated fewer responses. Nine individuals reported a negative impact, two noted a positive effect, and 17 indicated no change.

The **6 Gold Line** route received 28 responses, with 11 indicating a negative impact, one reporting a positive effect, and 16 expressing no change. Additional comments requested maintaining Sunday service for students and employees commuting to University Town Center.

Examples of **Gold Line Sunday Service Concerns** from WVU students and residents without access to personal vehicles included:

- “Sundays are one of the only days where many WVU students in residence halls can go to University Town Center for Walmart and other stores.”
- “I live by Town Center and need to go into work downtown on Sunday.”

In response to this feedback, **CEO Maria Smith** asked board members whether they would support exploring funding options to maintain Sunday service on the Gold Line. All board members expressed agreement, and no objections were raised.

IX. Board Member Reports and MPO Update:

CEO Maria Smith provided a comprehensive overview of ongoing planning efforts and project milestones relevant to the Metropolitan Transportation Plan (MTP) and the Mead & Hunt contract, along with a brief status update on the Greenbag Road Study.

X. Next Board Meeting Date:

Next Board Meeting will be held on Wednesday October 15, 2025 at 12:00PM.

XI. Adjournment:

Jeremy Evans made a motion to adjourn **1:25 PM**.