

## MINUTES

**Regional Intergovernmental Council  
Quarterly Meeting  
December 12, 2019; 12:00 P. M.  
West Virginia Regional Technology Park**

### **Members Present:**

Jeri Adkins, Private Sector Representative  
Damron Bradshaw, Private Sector Representative  
Brian Carr, Private Sector Representative  
D. Anne Cavalier, Ed.D., Private Sector Representative  
Coston Davis, Minority Representative  
Mayor David Fletcher, Town of Belle  
Mayor Essie Ford, Town of Handley, Via Phone  
Doug Hartley, Private Sector Representative  
Commissioner Connie Kinder, Clay County, Via Phone  
Mayor Jack Lavender, City of Chesapeake, Via Phone  
John Luoni, Kanawha County Citizen Representative  
Lawrence J. Malone, City of Charleston Citizen Representative  
S.K. Miller, Private Sector Representative  
Kris Mitchell, Boone County Citizen Representative  
Mayor Jay Snodgrass, City of Marmet  
Mark Stolle, Putnam County Citizen Representative  
Joy Underwood, Private Sector Representative

The Regional Intergovernmental Council met on December 12, 2019 in the Hendrickson Conference Center at the West Virginia Regional Technology Park in South Charleston. Chair Cavalier declared a quorum per registration.

### **I. Guest Speaker**

Chair Cavalier introduced Kris Warner, State Director of USDA Rural Development. Kris Warner along with Alan Harris gave a presentation on the many different services and programs that are available through USDA Rural Development.

### **II. Call to Order**

Chair Cavalier called the meeting to order, followed by the Pledge of Allegiance.

### **III. Pledge of Allegiance**

### **IV. Executive Director's Report**

Colt Sandoro, Executive Director, gave a summary of projects and updates for the past quarter:

## **Community Development**

- In Boone County, the RIC staff is working with the Boone County Public Service District which has begun construction on the Prenter Phase II Waterline extension. This \$2,150,000 project should be completed in May 2020.
- In Clay County, the RIC staff is working with the Town of Clay which has received a \$760,000 grant from ARC for the rehabilitation of their water tank..
- In Kanawha County, the RIC staff is assisting West Dunbar PSD with a multi-million-dollar system rehabilitation after coming out of receivership earlier this year.
- In Putnam County, the RIC staff is working with the Putnam PSD which has received a \$860,000 EDA grant to provide wastewater service for a local industrial park.
- The RIC staff will be submitting submitted a FEMA Planning Grant Application to fund the Regional Hazard Mitigation Plan Update.

## **Transportation**

- The RIC staff has updated the Public Participation Plan which is being presented for adoption.
- Burgess and Nipple has been selected to complete the Hazardous Intersection Studies and Road Safety Audit. The contract is being presented for approval.
- The RIC staff has worked to complete Transit and Safety Performance Targets which will be presented for adoption.

## **V. Approval of Minutes**

Chair Cavalier presented the September 12, 2019 Meeting Minutes for approval.

**A MOTION WAS MADE BY LAWRENCE MALONE TO APPROVE THE MEETING MINUTES. THE MOTION WAS SECONDED BY JERI ADKINS AND WAS CARRIED.**

## **VI. Treasurer's Report**

### **A. Financial Report**

Amy Talbert, Deputy Executive Director, presented the Financial Report as of October 31, 2019 for approval.

**A MOTION WAS MADE BY KRIS MITCHELL TO APPROVE THE FINANCIAL REPORT. THE MOTION WAS SECONDED BY COSTON DAVIS AND WAS CARRIED.**

### **B. FY 2020 Budget Revision**

Amy Talbert, Deputy Executive Director, presented the FY 2020 Budget Revision for approval.

**A MOTION WAS MADE BY JAY SNODGRASS TO APPROVE THE FY 2020 BUDGET REVISION. THE MOTION WAS SECONDED BY COSTON DAVIS AND WAS CARRIED.**

**VII. Transportation**

A. Transportation Improvement Program (TIP) Amendments

Kara Greathouse, Planning Director, presented the amendments to the FY 2018-2021 Transportation Improvement Program (TIP) for approval. With a noted error in need of change located under the Amendment for Kanawha County the correct Federal Share amount is \$80,000 not \$800,000.

**A MOTION WAS MADE BY DOUG HARTLEY TO APPROVE THE AMENDMENTS TO THE FY 2018-2021 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) WITH THE CORRECT FEDERAL SHARE BEING \$80,000. THE MOTION WAS SECONDED BY JAY SNODGRASS AND WAS CARRIED.**

B. Transportation Improvement Program FY 2020-2023

Kara Greathouse, Planning Director, presented the FY 2020-2023 Transportation Improvement Program (TIP) for approval.

**A MOTION WAS MADE BY DOUG HARTLEY TO APPROVE THE TRANSPORTATION IMPROVEMENT PLAN (TIP). THE MOTION WAS SECONDED BY COSTON DAVIS AND WAS CARRIED.**

C. Public Participation Plan

Kara Greathouse, Planning Director, presented the Public Participation Plan for adoption.

**A MOTION WAS MADE BY DOUG HARTLEY TO ADOPT THE PUBLIC PARTICIPATION PLAN. THE MOTION WAS SECONDED BY JAY SNODGRASS AND WAS CARRIED.**

D. Hazardous Intersection Study

Kara Greathouse, Planning Director, presented the contract for the Hazardous Intersection Study for approval.

**A MOTION WAS MADE BY JAY SNODGRASS TO APPROVE THE CONTRACT FOR THE HAZARDOUS INTERSECTION STUDY. THE MOTION WAS SECONDED BY COSTON DAVIS AND WAS CARRIED.**

E. Safety Performance Targets

Kara Greathouse, Planning Director, presented the West Virginia Safety Performance Targets for adoption.

**A MOTION WAS MADE BY JOHN LUONI TO ADOPT THE WEST VIRGINIA SAFETY PERFORMANCE TARGETS. THE MOTION WAS SECONDED BY COSTON DAVIS AND WAS CARRIED.**

F. Transit Performance and Transit Safety Targets

Kara Greathouse, Planning Director, presented the transit performance targets for adoption.

**A MOTION WAS MADE BY DOUG HARTLEY TO ADOPT THE TRANSIT PERFORMANCE TARGETS. THE MOTION WAS SECONDED BY COSTON DAVIS AND WAS CARRIED.**

**VIII. Legislative Allocations**

Colt Sandoro, Executive Director, presented the Resolution for the Regional Intergovernmental Council for adoption.

**A MOTION WAS MADE BY DOUG HARTLEY TO ADOPT THE RESOLUTION FOR THE REGIONAL INTERGOVERNMENTAL COUNCIL. THE MOTION WAS SECONDED BY JAY SNODGRASS AND WAS CARRIED.**

**IX. Chair's Appointment of Nominating Committee for 2020-2021**

Chair Cavalier appointed the Nominating Committee for 2020-2021. The members of the Nominating Committee are listed below:

Damron Bradshaw, Chair  
Anne Cavalier  
Connie Kinder  
Coston Davis

Damron Bradshaw, Nominating Committee Chairman, stated that the office of Treasurer and Secretary need to be split in to two different offices once again.

**X. Chair's Appointment of P.F. Tucker Award Committee**

Chair Cavalier appointed the P.F. Tucker Award Committee. The members of the P.F. Tucker Award Committee are listed below:

S.K. Miller, Chair

Oree Banks  
Bill Cunningham

**XI. Staff Reports**

Colt Sandoro, Executive Director, reported that two days prior to the December board meeting the West Virginia Division of Highways requested the Oakwood Road Intersection Improvement Project be added to the FY 2020-2023 Transportation Improvement Program (TIP). The project will require a TIP Amendment and was not submitted prior to the public involvement period and will need to be advertised, therefore board approval will be sought via mail as requested by Chair Cavalier.

**XII. Adjournment**

The meeting adjourned at 12:51 p.m.

DRAFT