

MINUTES

Regional Intergovernmental Council 50th Annual Meeting March 11, 2021; 12:00 P. M. Virtual Meeting

Members Present:

Jeri Adkins, Private Sector Representative
Oree Banks, Minority Representative
Brian Carr, Private Sector Representative
Mayor Scott Elliott, City of Dunbar
Coston Davis, Minority Representative
Mayor David Fletcher, Town of Belle
Commissioner Craig Bratcher, Boone County Commission
Mayor James B. Hudnall, Town of Cedar Grove
Commissioner Connie Kinder, Clay County Commission
John Luoni, Kanawha County Citizen Representative
Barry McCune, Clay County Citizen Representative
Mayor Donna McKneely, Town of Bancroft
S. K. Miller, Private Sector Representative
Kris Mitchell, Boone County Citizen Representative
Heather Raines, Private Sector Representative
Mayor Jennings B. “Jay” Snodgrass Jr., Town of Marmet
Mark Stolle, Putnam County Citizen Representative
Mayor Kay Summers, Town of Clendenin

I. Roll Call

The Regional Intergovernmental Council met on March 11, 2021 via GoToMeeting. Roll Call was taken by Amy Talbert, Deputy Executive Director. Chair Snodgrass declared a quorum and called the meeting to order.

II. Executive Director’s Report

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

Community Development

Boone County

- Construction on the Boone County Prenter Phase II Waterline project is complete.
- The RIC staff assisted Boone County Public Service District with a Critical Needs Application for the Boone Memorial Hospital Annex.

Clay County

- The RIC staff assisted the Town of Clay and the Clay County Commission with applying for HUD Community Development Block Grants and Appalachian Regional Commission grants.

Kanawha County

- The RIC staff assisted the Kanawha County Regional Development Authority with projects in Paint Creek and Olcott.
- The RIC staff assisted with grant applications for the planning phase of a storm sewer upgrade in Cross Lanes and a demolition project throughout Kanawha County.

Putnam County

- The RIC staff assisted the Town of Buffalo and the Putnam County Commission with applying for HUD Community Development Block Grants and Appalachian Regional Commission grants.

Transportation

- The RIC staff completed the Metropolitan Planning Organization (MPO) Annual Review by the West Virginia Department of Transportation.
- The RIC staff continues to work on the Metropolitan Transportation Plan (MTP) Update.
- Kara Greathouse accepted a senior position with the Kanawha Valley Regional Transit Authority (KRT) and will be leaving RIC on March 15, 2021. RIC is grateful for her fourteen years of service. Kelsey Tucker will be taking the position of Acting Transportation Planning Manager and will be the primary contact for transportation projects.

III. Approval of Minutes

Chair Snodgrass presented the December 10, 2020 Meeting Minutes for approval.

A MOTION WAS MADE BY KRIS MITCHELL TO APPROVE THE MEETING MINUTES. THE MOTION WAS SECONDED BY DAVID FLETCHER AND WAS CARRIED.

IV. Treasurer's Report

A. Financial Report

Amy Talbert, Deputy Executive Director, presented the Financial Report as of January 31, 2021 for approval.

A MOTION WAS MADE BY DAVID FLETCHER TO APPROVE THE FINANCIAL REPORT. THE MOTION WAS SECONDED BY OREE BANKS AND WAS CARRIED.

B. FY 2022 Proposed Operating Budget

Amy Talbert, Deputy Executive Director, presented the FY 2022 Proposed Operating Budget for approval.

A MOTION WAS MADE BY COSTON DAVIS TO APPROVE THE FY 2022 PROPOSED OPERATING BUDGET. THE MOTION WAS SECONDED BY SCOTT ELLIOTT AND WAS CARRIED.

C. FY 2022 Proposed Local Contribution Schedule

Amy Talbert, Deputy Executive Director, presented the FY 2022 Proposed Local Contribution Schedule for approval.

A MOTION WAS MADE BY DAVID FLETCHER TO APPROVE THE FY 2022 PROPOSED LOCAL CONTRIBUTION SCHEDULE. THE MOTION WAS SECONDED BY KRIS MITCHELL AND WAS CARRIED.

D. FY 2020 Financial Audit (Final Report)

Amy Talbert, Deputy Executive Director, presented the FY 2020 Financial Audit. No action was requested.

V. Transportation

A. Transportation Improvement Program (TIP) Amendments

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

A MOTION WAS MADE BY CONNIE KINDER TO APPROVE THE AMENDMENTS TO THE FY 2020-2023 TRANSPORTATION IMPROVEMENT PROGRAM (TIP). THE MOTION WAS SECONDED BY COSTON DAVIS AND WAS CARRIED.

B. *Draft* FY 2022 Unified Planning Work Program (UPWP)

Kara Greathouse, Planning Director, presented the *Draft* FY 2022 Unified Planning Work Program (UPWP) for endorsement.

A MOTION WAS MADE BY SCOTT ELLIOTT FOR ENDORSEMENT OF THE *DRAFT* FY 2022 UNIFIED PLANNING WORK PROGRAM (UPWP). THE MOTION WAS SECONDED BY OREE BANKS AND WAS CARRIED.

C. Metropolitan Planning Organization (MPO) Self-Certification

Kara Greathouse, Planning Director, presented the Metropolitan Planning Organization (MPO) Self-Certification Resolution for adoption.

A MOTION WAS MADE BY DAVID FLETCHER TO ADOPT THE METROPOLITAN PLANNING ORGANIZATION (MPO) SELF-CERTIFICATION RESOLUTION. THE MOTION WAS SECONDED BY OREE BANKS AND WAS CARRIED.

VI. 2020 Annual Report

Colt Sandoro, Executive Director, presented the 2020 Annual Report for approval.

A MOTION WAS MADE BY DAVID FLETCHER TO APPROVE THE 2020 ANNUAL REPORT. THE MOTION WAS SECONDED BY JAMES HUDNALL AND WAS CARRIED.

VII. Nominating Committee Report

S. K. Miller, Nominating Committee Chair, presented the slate of RIC officers and the appointment/re-appointment of at-large RIC members for FY 2022 for approval.

Slate of RIC Officers for FY 2022:

Chair: Jennings “Jay” Snodgrass
First Vice-Chair: David Fletcher
Second Vice-Chair: S.K. Miller
Third Vice-Chair: Kris Mitchell
Secretary: Connie Kinder
Treasurer: Coston Davis

Appointment of new at-large member to fill vacancy for Private Sector Representative:

Charles Mayes – Faith Based, Community Services

The vacancy for Private Sector Representative was left by the passing of long standing RIC board member the late Damron Bradshaw.

A MOTION WAS MADE BY DAVID FLETCHER TO APPROVE THE SLATE OF RIC OFFICERS AND THE APPOINTMENT/RE-APPOINTMENT OF AT-LARGE RIC MEMBERS FOR FY 2022. THE MOTION WAS SECONDED BY OREE BANKS AND WAS CARRIED.

VIII. HUD Mitigation Block Grant Announcement

Terry Martin, Project Coordinator stated that on Monday, March 8, 2021 the West Virginia Development Office opened applications for the HUD Mitigation Block Grant program for Kanawha County and Clay County due to the 2016 flood. New 2021 HUD Community Development Block Grant applications are projected to be open in June 2021. The West Virginia

Development Office is also finalizing the applications that were submitted in January 2021 and an award announcement is anticipated in May.

IX. Training Date for Microsoft 365

Emily Hammond, Economic Resiliency Coordinator stated that RIC will be offering free remote Microsoft 365 training in partnership with Advantage Technology on March 23, 2021 from 12:00 pm – 4:30 pm. The training is to help municipalities refresh their skills and to learn how to become more resilient and to better perform their functions remotely in disasters such as the current pandemic.

X. Staff Reports

Colt Sandoro, Executive Director, congratulated Kara Greathouse on her new position with Kanawha Valley Regional Transit Authority (KRT), thanked her for her service and stated that she will be greatly missed at RIC.

XI. Adjournment

A MOTION WAS MADE BY S.K. MILLER TO ADJOURN THE MEETING. THE MOTION WAS SECONDED BY CRAIG BRATCHER AND WAS CARRIED. THE MEETING ADJOURNED AT 12:30 P.M.