

## MINUTES

**Regional Intergovernmental Council  
48<sup>th</sup> Annual Meeting  
March 14, 2019; 12:00 P. M.  
West Virginia Regional Technology Park**

### **Members Present:**

Jeri Adkins, Private Sector Representative  
Mayor Janet Armentrout, City of Chesapeake  
Mayor Randy Barrett, City of Winfield  
Damron Bradshaw, Private Sector Representative  
D. Anne Cavalier, Private Sector Representative  
Mayor Cam Clendenin, Town of Eleanor  
Mayor William Cunningham, City of Dunbar  
Coston Davis, Minority Representative  
Mayor David Fletcher, Town of Belle  
Mayor Amy Goodwin, City of Charleston  
Mayor James B. Hudnall, Town of Cedar Grove  
Perry Keller, Private Sector Representative  
Commissioner Connie Kinder, Clay County Commission  
John Luoni, Kanawha County Citizen Representative  
Mayor Donna McKneely, Town of Bancroft  
S. K. Miller, Private Sector Representative  
Mayor Jay Snodgrass, City of Marmet  
Mark Stolle, Putnam County Citizen Representative  
Dennis Strawn, City of Charleston Citizen Representative  
Joy Underwood, Private Sector Representative

The Regional Intergovernmental Council met on March 14, 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 Matt Selhorst, Project Manager with HDR Inc. Mr. Selhorst provided a brief presentation on the Kanawha-Putnam Bicycle and Pedestrian Plan. The Kanawha-Putnam Bicycle and Pedestrian Plan serves as a guide for communities interested in enhancing bicycle and pedestrian access, mobility and safety. The Plan also provides communities with an implementation strategy for recommended improvements to a network of bikeways, trails and pedestrian facilities. In addition, the Plan provides a list of recommended projects that are separated into categories of high, medium and low priorities, with individual project sheets provided for the high priority recommended projects.

### **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 has been working on the Prenter Phase 2 Water Project with an anticipated bid date in May.
- In Clay County, the RIC staff is continuing to work and move forward on the Blueknob Water Project.
- In Kanawha County, Kanawha PSD in Chelyan has been awarded an additional one-million dollars from the United States Army Corps of Engineers for the Lens Creek Project.
- In Putnam County, the RIC staff has been working on the Manila Ridge Waterline Extension Project, which has been successfully bid, construction will begin in April.

#### Transportation

- The RIC staff has spent the past year working on the Kanawha-Putnam Bike & Pedestrian Plan, which is complete and ready for adoption.
- RIC is sponsoring a Low Cost Safety Improvements class through WV LTAP on March 21<sup>st</sup>.

### **V. Approval of Minutes**

Chair Cavalier presented the December 13, 2018 Meeting Minutes for approval.

**A MOTION WAS MADE BY S. K. MILLER TO APPROVE THE MEETING MINUTES. THE MOTION WAS SECONDED BY DENNIS STRAWN AND WAS CARRIED.**

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

#### A. Financial Report

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

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

B. FY 2020 Proposed Operating Budget

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

**A MOTION WAS MADE BY DENNIS STRAWN TO APPROVE THE FY 2020 PROPOSED OPERATING BUDGET. THE MOTION WAS SECONDED BY COSTON DAVIS AND WAS CARRIED.**

C. FY 2020 Proposed Local Contribution Schedule

Amy Talbert, Deputy Executive Director, presented the FY 2020 Proposed Local Contribution Schedule for approval.

**A MOTION WAS MADE BY DENNIS STRAWN TO APPROVE THE FY 2020 PROPOSED LOCAL CONTRIBUTION SCHEDULE. THE MOTION WAS SECONDED BY COSTON DAVIS AND WAS CARRIED.**

D. FY 2018 Financial Audit (Final Report)

Amy Talbert, Deputy Executive Director, presented the FY 2018 Financial Audit. No action was requested.

**VII. Transportation**

A. Transportation Improvement Program (TIP) Amendments

Kara Greathouse, Planning Director, presented the transit amendments to the FY 2018-2021 Transportation Improvement Program (TIP) for approval.

**A MOTION WAS MADE BY DAVID FLETCHER TO APPROVE THE THE TRANSIT AMENDMENTS TO THE FY 2018-2021 TRANSPORTATION IMPROVEMENT PROGRAM (TIP). THE MOTION WAS SECONDED BY COSTON DAVIS AND WAS CARRIED.**

B. *Draft* FY 2020 Unified Planning Work Program (UPWP)

Kara Greathouse, Planning Director, presented the *Draft* FY 2020 Unified Planning Work Program (UPWP) for endorsement.

**A MOTION WAS MADE BY COSTON DAVIS FOR ENDORSEMENT OF THE *DRAFT* FY 2020 UNIFIED PLANNING WORK PROGRAM (UPWP). THE MOTION WAS SECONDED BY S. K. MILLER 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 JAY SNODGRASS TO ADOPT THE METROPOLITAN PLANNING ORGANIZATION (MPO) SELF-CERTIFICATION RESOLUTION. THE MOTION WAS SECONDED BY DENNIS STRAWN AND WAS CARRIED.**

D. Kanawha-Putnam Bicycle and Pedestrian Plan

Kara Greathouse, Planning Director, presented the Kanawha-Putnam Bicycle and Pedestrian Plan for adoption.

**A MOTION WAS MADE BY JAY SNODGRASS TO ADOPT THE KANAWHA-PUTNAM BICYCLE AND PEDESTRIAN PLAN. THE MOTION WAS SECONDED BY DENNIS STRAWN AND WAS CARRIED.**

### **VIII. 2018 Annual Report**

Colt Sandoro, Executive Director, presented the 2018 Annual Report for approval.

**A MOTION WAS MADE BY S. K. MILLER TO APPROVE THE 2018 ANNUAL REPORT. THE MOTION WAS SECONDED BY DAVID FLETCHER AND WAS CARRIED.**

### **IX. Nominating Committee Report**

Damron Bradshaw, Nominating Committee Chairman, presented the slate of RIC officers and the appointment/re-appointment of at-large RIC members for FY 2020 for approval. After FY 2020 the offices of Treasurer and Secretary will be split in to two different offices once again. Chair Cavalier opened the floor for nominations. There were no nominations received from the floor.

**A MOTION WAS MADE BY THE NOMINATING COMMITTEE TO APPROVE THE SLATE OF RIC OFFICERS AND THE APPOINTMENT/RE-APPOINTMENT OF AT-LARGE RIC MEMBERS FOR FY 2020. THE MOTION WAS SECONDED BY S K. MILLER AND WAS CARRIED. D. Anne Cavalier abstained from voting.**

### **X. Update on HUD Community Development Block Grant (CDBG) Application**

Terry Martin, Project Coordinator stated that the West Virginia Department of Commerce has not made their recommendations on the Community Development Block Grant yet, but the

applications will most likely be due on June 30, 2019. Mr. Martin stated that if anyone has a project that they would like to consider to please contact him or SoJuana Ellis.

**XI. P. F. “Peck” Tucker Citizen of the Year Award**

Colt Sandoro, Executive Director, announced that Glen “Buck” Chestnut was the recipient of the P. F. “Peck” Tucker Citizen of the Year Award. Mr. Chestnut was unable to attend the meeting and will be presented with the award at a later date.

**XII. Staff Reports**

There were no staff reports.

**XIII. Adjournment**

**A MOTION WAS MADE BY JAY SNODGRASS TO ADJOURN THE MEETING. THE MOTION WAS SECONDED BY COSTON DAVIS AND WAS CARRIED. THE MEETING ADJOURNED AT 1:15 P.M.**