

OVRTA Board Meeting  
Wednesday, October 25, 2023  
4:00 p.m. City of Wheeling Council Chambers  
1500 Chapline Street, Wheeling

**MEMBERS PRESENT**

Robert Herron, President  
Rosemary Ketchum  
Betsy Sweeny  
Kathie Brown – via Zoom  
David Goddard  
Scott Varner - via Zoom  
Zach Abraham

**REPRESENTING**

Wheeling  
Wheeling  
Wheeling  
Wheeling  
McMechen  
Marshall County Commission  
Ohio County Commission

Member(s) not present: Aaron Snider (Bethlehem) and Darrell Cummings (Wheeling)

**STAFF**

Lisa Weishar  
Becci Ripley

Finance Director  
Assistant Manager

**ATTENDEES**

Phil Rhein  
Jessica Zalenski

Bus Rider  
Wheeling City Clerk

**MEDIA**

No members of the media were present.

**MINUTES**

The meeting commenced at 4:05 p.m. with Mr. Herron, presiding. A quorum was present.

**MINUTES OF THE PREVIOUS MEETING**

Mr. Goddard made a motion, seconded by Mr. Abraham, to approve the minutes of the August 14, 2023 meeting as presented. All were in favor. Motion passed unanimously (For – 79,348; Against – 0).

## DIRECTOR'S REPORT

1. TRANSIT AUTHORITIES' LEVIES – Ms. Weishar informed the Board that it is time to get their levy ordinances finalized and sent to the Board of Elections by February. She noted that they are to ask for a four-year levy renewal and not a three-year levy renewal since the state of West Virginia no longer allows for special elections. The four-year renewal will assure that there will be an election when our levy is up for renewal. She also noted that EORTA is on the November 7<sup>th</sup> ballot in Ohio.
2. MOUNDSVILLE SERVICE UPDATE – Ms. Weishar informed the Board that Moundsville held its public hearing on September 26, 2023 to get input for placing the levy on the ballot. Most of the feedback was positive. She did state that Moundsville has asked that if they agree to place the levy on the ballot, it will not appear until the November, 2024 election. They feel that they will have a better voter turnout at that election. This will move their trial service to May 6, 2024 to November 2, 2024. Mr. Herron also noted that the public hearing was mostly positive and the staff gave an excellent presentation at the hearing.
3. SAFETY PLAN UPDATE – Ms. Weishar stated that three years ago FTA mandated that all transit agencies have a safety plan. The Board agreed at that time to be a part of the State of West Virginia's Safety Plan. Now each year we must renew the plan. We have no changes to this year's plan. Mr. Goddard then made a motion, seconded by Mr. Abraham to accept the safety plan as presented. All were in favor. Motion passed unanimously. (For – 79,348; Against – 0).
4. UPDATED VOTING TOTALS – Ms. Weishar stated that the handout provided at the meeting reflects the cumulative voting totals for each of the participating governments over the years. Under the WV Code, each \$500 contributed to the operation of OVRTA translates into one vote for the participating government. For FY2023, 4012 votes were added for a total of 83,339 votes. Ms. Sweeny then made a motion, seconded by Ms. Ketchum, to approve the updated voting totals for OVRTA as presented. All were in favor. Motion passed unanimously. (For – 83,339; Against – 0).
5. SELECTION OF AN AUDITOR - Ms. Weishar informed the Board that every three years OVRTA needs to bid for an auditor. We can only select an auditor from the WV bid list supplied by the WV State Auditor's Office. She noted that we sent out 5 Request for Proposals this year. She provided a handout that summarized the totals. She noted that we only received one bid. Ms. Ketchum then made a motion; seconded by Mr. Goddard, to select the audit firm of Goff, Backa, Alfera and Company as our auditors for the next three years. All were in favor. Motion passed unanimously (For – 83,333; Against – 0).
6. ONE ADDITIONAL BUS TO FY2024 GRANT APPLICATION – Ms. Weishar informed the Board that in our FY2023 grant we applied for five (5) replacement buses.

She also noted that at the time we actually needed six (6) replacement buses but we needed to use the federal dollars for the roof project more so one bus was put on hold. Now that the FY2024 federal dollars have come in, there is \$200,000 more than last year giving us the funds we need to purchase an additional bus. Mr. Abraham then made a motion, seconded by Mr. Goddard, to add one bus to the FY2024 grant application. All were in favor. Motion passed unanimously (For – 83,333; Against – 0).

7. UNION CONTRACT NEGOTIATIONS – Ms. Weishar stated that the union contract will expire on December 31, 2023 and the union is hoping to have a new contract in place before that date. Negotiations begin on November 15, 2023.

8. MAYOR SNIDER RESIGNING FROM BOARD – Ms. Weishar shared the letter Mayor Snider sent to the Board regarding his resignation. The Board was sorry to see him go, but understood his decision to resign. Mr. Abraham then made a motion, seconded by Mr. Goddard, to accept Mayor Snider's resignation from the Board. All were in favor. Motion passed unanimously (For – 83,333; Against – 0).

9. BUS STOP ON NAILERS WAY – Ms. Weishar informed the Board that Mr. Abraham sent her an email from a business in downtown stating that the buses double stacked on Nailers Way are unsafe and the drivers fly through there. She felt the buses should be lined up single file. Ms. Weishar explained that the buses need to be double stacked since they each requires 55 feet to safely move in and out if in a single file. She noted that there is simply not enough space to accommodate that, so the buses need to be double stacked. She did say that she has addressed the speeding issue with the drivers. She was instructed to send Ms. Gramby an email addressing her concerns. Ms. Weishar then asked if she could purchase an awning where the dumpsters are currently located so the drivers have a dry place to smoke a cigarette during their breaks. She also asked if she could place outside lighting on the Intermodal Center to provide safety for the employees and the passengers. The Board agreed to these purchases.

### OLD BUSINESS

There was no Old Business to Come before the Board.

At this time Mr. Herron asked for a motion to go out of order of the meeting and to move to the Public Comment agenda item. Mr. Goddard made the motion, seconded by Mr. Abraham to go out of order and move to the Public Comment agenda item. All were in favor. Motion passed unanimously. (For – 83,333; Against – 0).

### PUBLIC COMMENTS

Mr. Phil Rhein from Warwood stated that the buses do not always meet their transfers on time and when they are late it is frustrating when he misses his bus.

### NEW BUSINESS

1.ELECTION OF OFFICERS – Mr. Abraham made a motion, seconded by Ms. Sweeny, to elect the following officers for FY2024: Robert Herron for President, David Goddard for Vice-President, Darrell Cummings for Treasurer and the Executive Director for Secretary. All were in favor. Motion passed unanimously (For – 83,333; Against – 0).

### PROPOSALS FROM BOARD MEMBERS

Ms. Sweeny asked that the Trolley be used for Small Saturday Shopping and not the Bellaire Christmas Parade. The Board agreed to this request.

Mr. Ketchum asked that we the Board go back to the schedule they agreed to years ago that set the Board meeting dates for the entire year. The Board agreed to this request.

### EXECUTIVE SESSION

Ms. Ketchum made a motion, seconded by Mr. Abraham, for the Board to enter into Executive Session to discuss personnel. All were in favor. Motion passed unanimously (For – 83,333; Against – 0) and the Board entered into Executive Session at 4:35 p.m. Mr. Abraham made a motion, seconded by Mr. Goddard, for the Board to leave Executive Session. All were in favor. Motion passed unanimously (For – 83,333; Against – 0) and the Board resumed the meeting at 4:45 p.m.

After the Board resumed the regular meeting, Mr. Goddard made a motion, seconded by Mr. Abraham, to increase Melissa (Lisa) Weishar's salary by \$1,000 per month until a new Executive Director is on board. All were in favor. Motion passed unanimously (For – 83,333; Against – 0).

Then Mr. Abraham made a motion, seconded by Ms. Sweeny, to enter into a contract with Municipal Solutions for \$24,000 to search for a new Executive Director. All were in favor. Motion passed unanimously (For – 83,333; Against – 0).

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ADJOURN

There being on further business to discuss, Ms. Ketchum made a motion, seconded by Mr. Abraham, to adjourn the meeting. All were in favor. The motion passed unanimously (For – 83,333; Against – 0) and the meeting was adjourned at 4:46 p.m.

Respectfully submitted,



Melissa (Lisa) Weishar  
Finance Director