

MINUTES

**Regional Intergovernmental Council
Quarterly Board Meeting
June 13, 2024; 12:00 P. M.
West Virginia Regional Technology Park
Hendrickson Conference Center, Building 2000 E
South Charleston, WV**

Members Present:

Andy Backus, City of Charleston Citizen Representative
Mayor Conrad Cain, Town of Buffalo – Via Zoom
Brian Carr, Private Sector Representative
Mayor David Casebolt, City of Nitro
Coston Davis, Minority Group Representative
Mayor Scott Elliott, City of Dunbar
Mayor David Fletcher, Town of Belle
Mayor David Fontalbert, Town of Marmet– Via Zoom
Mayor Essie Ford, Jr., Town of Handley – Via Phone
Kelsey Harrah, Private Sector Representative – Via Zoom
Mayor Jami Echols Hayes, Town of Bancroft – Via Zoom
Mayor Melissa Hill, Town of Chesapeake – Via Zoom
Mayor Scott James, City of St. Albans
Mayor William Jones, Town of Poca
Commissioner Connie Kinder, Clay County Commission
Kenneth Kinder, Private Sector Representative
Audrey Kirksey, Kanawha County Citizen Representative
Commissioner Brett Kuhn, Boone County Commission – Via Zoom
Clark McCoy, Private Sector Representative
Barry McCune, Private Sector Representative – Via Zoom
Kris Mitchell, Boone County Citizen Representative
Eric Sharp, Private Sector Representative
Commissioner Marc Slotnick, Kanawha County Commission

RIC Staff and Other Individuals Present:

Tyler Ferrell, Executive Director, RIC
Joanna Keller, Executive Assistant, RIC
Marci Cline, Finance Assistant/Project Administrator, RIC
Sam Richardson, Transportation Program Manager, RIC
Jake Smith, Transportation Planner, RIC
Jeffery Mace, Transportation Planner, RIC
Terry Martin, Project Coordinator, RIC
Bruce Mullins, Project Coordinator, RIC
SoJuana Ellis, Project Administrator, RIC
Ben Newhouse, Project Coordinator, RIC

The Regional Intergovernmental Council (RIC) met on June 13, 2024, in the Hendrickson Conference Center at the West Virginia Regional Technology Park in South Charleston.

I. Roll Call

Roll Call was taken by Marci Tucker, Finance Assistant/Project Administrator. Chairman Dave Casebolt declared a quorum and called the meeting to order.

II. Pledge of Allegiance

Chairman Dave Casebolt led the Pledge of Allegiance.

III. Executive Director's Report

Tyler Ferrell, Executive Director, gave an update on the following projects:

Transportation

- **Recreational Trails Program Grant**
The transportation staff is currently working with the Town of Marmet on a Recreational Trails Program Grant.
- **Traffic Studies Brief at WVAMPO Conference**
The transportation staff presented a brief on traffic studies that RIC has conducted over the past year at the West Virginia Association of Metropolitan Planning Organization (WVAMPO) Conference.
- **Teays Valley Road Widening Project**
The transportation staff is participating with the Teays Valley Road Widening Project by getting stakeholder opinions and communicating with DOH.
- **Rail Explorers Ribbon Cutting in Clay County**
The transportation staff attended the ribbon cutting ceremony for Rail Explorers in Clay County.

Community Development

- **Ben Newhouse New Project Coordinator**
Ben Newhouse has joined the RIC team as Project Coordinator.
- **EDA Grant Application for INNOVA**
The RIC community development staff submitted an EDA grant application for INNOVA. Once funded it will allow INNOVA and the other partners within the application to work with entrepreneurs to scale up their production to be more commercialized.
- **Lens Creek Sewer Project**
The RIC community development staff is working to close the funding gap on the Lens Creek Sewer Project. The project has received \$1,000,000 in funding from the Army Corps of Engineers and \$2,000,000 from the DEP SRF. Once all funding sources come through this \$19,000,000 project will come to fruition.
- **Boone County PSD**

Boone County PSD just received a \$1,000,000 grant for wastewater improvements. RIC is currently waiting to hear back on a \$500,000 West Virginia Infrastructure and Jobs Development Council (IJDC) request for this project.

- **West Virginia Emergency Management Division (WVEMD)**

RIC is currently working with WVEMD to finalize a memorandum of understanding allowing RIC to hire three additional team members. Two Recovery Specialists and one GIS Specialist will be hired. The Recovery Specialists will work with member governments to help them better prepare for the next federal disaster. They will help to compile documentation as well as review maintenance records to see how RIC can assist in keeping records up to date. The GIS Specialist will map infrastructure, this will allow RIC to procure a drone to map and document existing conditions.

- **Certified Development Company (CDC)**

The CDC project is moving forward, the application is almost complete and is anticipated to be submitted to the Small Business Administration (SBA) in July.

IV. Approval of Minutes

Chairman Dave Casebolt presented the March 14, 2024, Meeting Minutes for approval.

A MOTION WAS MADE BY CONNIE KINDER TO APPROVE THE MARCH 14, 2024, MEETING MINUTES. THE MOTION WAS SECONDED BY KRIS MITCHELL AND WAS CARRIED.

V. Treasurer's Report

A. Financial Report

Marci Cline, Financial Assistant/Project Administrator presented the Financial Report as of April 30, 2024, for approval.

A MOTION WAS MADE BY DAVID FLETCHER TO APPROVE THE FINANCIAL REPORT AS OF APRIL 30, 2024. THE MOTION WAS SECONDED BY CONNIE KINDER AND WAS CARRIED.

B. FY 2023 Financial Audit

Marci Cline, Financial Assistant/Project Administrator, presented the FY 2023 Financial Audit.

No action was requested.

C. FY 2025 Operating Budget Revision

Marci Cline, Financial Assistant/Project Administrator, presented the FY 2025 Operating Budget Revision for approval.

A MOTION WAS MADE BY KRIS MITCHELL TO APPROVE THE FY 2025 OPERATING BUDGET REVISION. THE MOTION WAS SECONDED BY CONNIE KINDER AND WAS CARRIED.

VI. Transportation

A. SFY 2025 Unified Planning Work Program (UPWP)

Sam Richardson, Transportation Program Manager, presented the SFY 2025 Unified Planning Work Program (UPWP) for approval.

A MOTION WAS MADE BY SCOTT JAMES TO APPROVE THE SFY 2025 UNIFIED PLANNING WORK PROGRAM (UPWP). THE MOTION WAS SECONDED BY DAVID FLETCHER AND WAS CARRIED.

B. FFY 2024-2027 Transportation Improvement Program (TIP)

Sam Richardson, Transportation Program Manager, presented the adjustments to the FFY 2024-2027 Transportation Improvement Program (TIP).

No action was requested.

VII. FY 2024-2028 Comprehensive Economic Development Strategy (CEDS) Project Listing, Goals and SWOT Analysis

Tyler Ferrell, Executive Director, presented the FY 2024-2028 Comprehensive Economic Development Strategy (CEDS) Project Listing, Goals and SWOT Analysis for approval.

A MOTION WAS MADE BY COSTON DAVIS TO APPROVE THE FY 2024-2028 COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDS) PROJECT LISTING, GOALS AND SWOT ANALYSIS. THE MOTION WAS SECONDED BY WILLIAM JONES AND WAS CARRIED.

VIII. Staff Reports

There were no staff reports.

IX. Adjournment

A MOTION WAS MADE BY DAVID FLETCHER TO ADJOURN THE MEETING. THE MOTION WAS SECONDED BY CONNIE KINDER AND WAS CARRIED. THE MEETING ADJOURNED AT 12:33 P.M.

David Fletcher, Chairman
Regional Intergovernmental Council

Date