

**KANAWHA COUNTY EMERGENCY AMBULANCE AUTHORITY
STATION SUBCOMMITTEE
August 14, 2025**

Committee:

Mr. Tim Morris

Mr. Harry Miller

Mr. Glenn Summers

Staff/Other:

Ms. Monica Mason

Ms. Jordan VanMeter

Mr. John Shaheen(phone)

Mr. Matt Glaspey- Terradon VP

Mr. Ethan Walker

Call to Order:

Mr. Harry Miller called the meeting to order.

Approval of Minutes:

- The minutes from the Joint Executive/Station Committee meeting on November 17, 2023, were approved at the Executive Committee meeting on January 24, 2024.

New Business:

Dunbar Floodplain: Discussion and Required Specialized Study- Monica Mason & Matt Glaspey:

- Monica Mason began the discussion by introducing Matt Glaspey from Terradon, the company working with us on the environmental studies for all stations (South Charleston, St. Albans, Marmet, and Dunbar). She noted that the environmental reports for all stations, except Dunbar, have been completed and submitted to HRSA and USDA.
- Matt Glaspey reviewed that the Dunbar station is located within the 100-year floodplain. In order to continue the project, a hydraulic study will be required, the property will need to be regraded to ensure the station is out of the floodplain, and the floodplain map will need to be revised once the property has been lifted out of the zone. He presented the “Proposed Scope of Services – HEC-RAS Study, Dunbar, WV” to all Committee members. It was estimated that the scope of work, along with regrading the property, would cost approximately \$50,000 and extend the timeline by at least four months. Matt stated he would provide an actual cost estimate for the regrading at the next Board meeting.
- There was discussion regarding the South Charleston station project and the need to contact the City of South Charleston to ensure no additional requirements are needed.
- Monica Mason reported that HRSA has been contacted regarding the expected timeline for funding for the South Charleston and St. Albans stations, as all requirements on our end have been met.
- The Committee recommended approval of the proposal and scope of work and agreed to add Matt Glaspey to the Executive and Board meetings later this month. He will explain the situation to the Board, present an actual estimate for regrading to lift the property two feet, and provide a floodplain map to address any questions, with final approval to be determined by the full Board.

Adjournment:

There being no further business, a motion was made by Mr. Harry Miller, second by Mr. Glenn Summers, to adjourn the meeting. The motion passed.

Respectfully submitted:

A handwritten signature in blue ink, appearing to read "Ethan Walker", with a stylized flourish at the end.

Ethan Walker