



**Mason County Transportation Authority  
Mason Count Transit Advisory Board  
MINUTES of the Joint Meeting  
June 14, 2011**

**MTA Board Members Present:** John Campbell, Board Chair; Lynda Ring-Erickson, Vice Chair; Mike Byrne, Authority Member; Glenn Hoopman, Authority Member; Tim Sheldon, Authority Member; Bev Wendell, Authority Member; and Sadie Whitener. Authority members Jerry Lingle and Deborah Petersen were absent.

**MCTAB Board Members Present:** John Piety, Chair; Mary Ogg, Vice Chair/Secretary; John Calabrese; Gene Currier; Glen Fourre; Kevin Frankeberger; and Lauren Gessler. Advisory member Pam Hillstrom was absent.

**Others Present:** Dave O'Connell, General Manager; Robert Johnson, Legal Counsel; Kathy Cook, Administrative Services Manager and Clerk of the Board; Jay Rosapepe, Operations Manager; Sara Wazewski, Finance Manager; Mike Oliver, Maintenance Manager; Libby Avery, Transit Community Center Manager; Barbara Singleton, Special Projects Manager; Lori Dougherty, Staff Accountant; Christina Kramer, Administrative Assistant; and Cathy Silins, Assistant Director, WSDOT Public Transportation Division.

**Called to Order:** 5:45 p.m.

**APPROVE AGENDA:**

**MOTION** to approve the agenda as presented. **Ring-Erickson/Sheldon. Motion carried unanimously.**

**MTA MINUTES:**

**MOTION** to approve the May 10, 2011 minutes as presented. **Ring-Erickson/Sheldon. Motion carried unanimously.**

**MCTAB MINUTES:**

**MOTION** to approve May 24, 2011 minutes as corrected under Old Business, dates of the Mason County Fair. **Fourre/Calabrese. Motion carried unanimously.**

**MTA CORRESPONDENCE:**

Thank you from Centennial Hospital Guild for providing transportation to participants in the Goldsborough Creek Run. MTA supplied one bus which transported 83 people.

**MCTAB CORRESPONDENCE:**

None

**MTA CURRENT BUSINESS:**

**1. Financial Reports 05/01/11 through 05/31/11**

**MOTION** to approve financial reports for the period **05/01/11** through **05/31/11** as presented with revenues of **\$43,019.90** and expenses of **\$390,341.47**. **Sheldon/Hoopman. Motion carried unanimously.**

**2. Check Approval 05/01/11 through 05/30/11**

**MOTION** to approve May 2011 financial obligations on checks **#20054** through **#20194** as presented for the total **\$753,035.22**. The total includes Gross Payroll in the amount of **\$317,671.18** through June 10, 2011. **Hoopman/Ring-Erickson. Motion carried unanimously.**

**MTA UNFINISHED BUSINESS:**

**1. Facility Update**

Mike Oliver highlighted the Maintenance department's outside work for City of Shelton and the process of working with other transit agencies to process their filters using MTA's cleaning equipment.

Legal Counsel, Rob Johnson, provided insight and highlights regarding the Late Comer Agreement for the waterline. The process will be finalized after the completion of all legal documents.

Staff reported that MTA has purchased five used shelters from Intercity Transit to replace older shelters.

**2. Transit Community Center Update**

Libby Avery provided highlights of May activities and programs at the Transit Community Center. Of special note was Libby met with the director of Senior Services for South Sound to discuss having the STARS program held at the TCC.

**3. Ad hoc Committee Report – GM Recruitment**

The Ad hoc Committee provided highlights of the recruitment timeline, further presenting the proposed position description, beginning salary, and recruitment announcement. Ad hoc Committee members answered questions regarding what procedures will be followed during the hiring process, specifically in regards to community representation during the selection of General Manager candidates and the beginning salary range.

**MOTION** that the Mason County Transportation Authority Board approve the proposed position description with correction noted, the beginning salary with the addition of "DOQ", and recruitment announcement for the General Manager position as recommended by the Ad hoc Committee.

**Sheldon/Hoopman. Motion carried unanimously.**

**MCTAB UNFINISHED BUSINESS:**

**1. Public Service Announcement Campaign Review**

John Piety reported that MCTAB reviewed the current Public Service Announcement Campaign and have no new updates.

**2. Bill of Rights Update**

John Piety reported that MCTAB is in the process of redrafting the Bill of Rights.

**MTA NEW BUSINESS:**

**1. Resolution No. 2011-06 Amending Mason County Transportation Authority Bylaws**

Proposed amendments are in accordance with revisions made to RCW 36.57A.050 by the 2010 legislature, incorporating one non-voting member of the public transportation benefit authority.

**MOTION** that the Mason County Transportation Authority Board approve Resolution No. 2011-06 amending the Bylaws as presented. **Hoopman/Wendell. Motion carried unanimously.**

**2. Approve Retaining Summit Law Group for Labor Negotiations**

**MOTION** that the Mason County Transportation Authority Board approve retaining Summit Law Group for Labor Negotiations with Teamster Local 252. **Hoopman/Sheldon. Motion carried unanimously.**

**3. Resolution No. 2011-07 Social Security Coverage**

Staff noted a correction was made in the Resolution document in Section 4, changing the date from January 1, 2008 to December 1, 1992. Staff provided answers to Board questions regarding further definition of the provision, impact on current employees and past employees, financial impact on Mason Transit should employees vote no, confirmed Social Security payments are currently being paid, the voting process, and the length of time to complete the process.

**MOTION** that the Mason County Transportation Authority Board approve Resolution No. 2011-07 to extend the provision of RCW 41.48.030, providing Social Security coverage to its eligible employees. **Sheldon/Byrne. Motion carried unanimously.**

**4. Approve Mason Transit ADA Policy as Revised**

**MOTION** that the Mason County Transportation Authority Board approve the ADA Policy as revised and presented. **Ring-Erickson/Sheldon. Motion carried unanimously.**

**5. Resolution No 2011-08 Authorizing the Disposal of Surplus Vehicles**

**MOTION** that the Mason County Transportation Authority Board approve Resolution No. 2011-08 authorizing the disposal of surplus vehicles identified. **Wendell/Whitener. Motion carried unanimously.**

**6. Washington State Department of Transportation Grant Awards**

Staff shared the notification letter from WSDOT of state and/or federal funds awarded for the 2011-2013 biennium. Highlighted was that MTA received six of the eight grants applied for and it is projected that MTA will be able to sustain current service levels through June 2013.

**MCTAB New Business:**

**1. Gene Currier, Membership Application**

**MOTION** that the Mason County Transportation Authority Board approve Gene Currier's MCTAB membership for a 2 year term. **Ring-Erickson/Sheldon. Motion carried unanimously.**

**2. MCTAB Member Recruitment – Mason County Fair**

John Piety reported MCTAB's intent to utilize the Mason County Area Fair as a recruitment opportunity to gain more MCTAB members.

**3. Retreat – Livable Communities**

John Piety conveyed that MCTAB would like to attend any upcoming retreat regarding Livable Communities.

