



**Mason County Transportation Authority
MINUTES of the Regular Meeting
May 11, 2010**

Members Present: John Campbell, Chair; Lynda Ring-Erickson, Vice Chair; Mike Byrne, Authority Member; Ross Gallagher, Authority Member; Deborah Petersen, Authority Member; Tim Sheldon, Authority Member; Gary Volk, Authority Member, and Bev Wendell, Authority Member. Leroy Valley was absent.

Others Present: Dave O'Connell, General Manager; Robert Johnson, Legal Counsel; Kathy Cook, Administrative Services Manager and Clerk of the Board; Sara Wazewski, Finance Manager; Jay Rosapepe, Operations Manager; Barbara Singleton, MTA; Lori Dougherty, MTA; Libby Avery, MTA; and John Piety, MCTAB.

Called to Order: 4:00 p.m.

Attendees expressed congratulations to Betty Smith, MTA Driver, selected by her peers for Employee of the 1st Quarter 2010.

APPROVE AGENDA:

MOTION to approve the May 11, 2010 agenda as presented. **Gallagher/Wendell. Motion carried unanimously.**

MTA MINUTES:

MOTION to approve the April 13, 2010 regular meeting minutes as presented. **Volk/Byrne. Motion carried unanimously.**

MTA CORRESPONDENCE:

1. Email from Mark Eldridge, Washington State Department of Transportation Regional Mobility Grant Manager notifying regional mobility grant recipients of the new requirement to adopt a greenhouse gas emission reduction policy by October 12, 2010 to be eligible to apply.

MTA CURRENT BUSINESS:

1. Financial Reports 04/01/10 through 04/30/10

MOTION to approve financial reports for the period 04/01/10 through 04/30/10 as presented with revenues of **\$22,943.22** and expenses of **\$240,802.91**. **Gallagher/Wendell. Motion carried unanimously.**

The 2007-2010 comparison chart demonstrating Sales Tax Revenue was presented.

2. Check Approval 04/01/10 through 04/30/10

MOTION approving payment of April 2010 financial obligations on checks #**18453** through #**18570** as presented for a total of **\$418,917.01**. The total includes Gross Payroll in the amount of **\$208,277.74** through April 30, 2010. **Gallagher/Ring-Erickson. Motion carried unanimously.**

MTA UNFINISHED BUSINESS:

1. Facility Update

MTA staff met with engineers and confirmed connection points for hook-up to the waterline. Discussion surrounding fire flow and domestic use, unknown cost/connection fee and whether or not the well will be capped. Commissioner Ring-Erickson expressed concern on the County level for anything other than full use for both domestic and fire flow from the city utility and exempt wells not being abandoned. Rob Johnson commented that it is being designed for full use, domestic and fire flow.

MTA released retainer funds to ESE, the fueling facility project contractor. Final project inspection is pending authorization by the Board to execute the declaration of covenants required by Mason County Public Works.

2. Transit Community Center Update

Libby Avery provided highlights of community meetings attended along with April activities, events and tenant/facility user group information.

Vandalism at the Armory, in the form of graffiti, has been reported to law enforcement. MTA Field Services Representative is working with law enforcement and Choice High School representatives concerning gang associated activity.

MTA received notification that the appropriations request for the Transit Community Center project submitted is on Patty Murray's appropriation list for consideration.

Gary Volk, Authority Member, expressed appreciation and thanks to Libby for the tour and information about programs events at the facility.

3. OFC Commuter Parking Issue Update

Meeting confirmed with OFC representatives and Vanpool Drivers on Monday, June 7, 2010.

4. Financial Planning Committee

Sara Wazewski provided a brief overview of the first committee meeting held, further encouraging Authority members to attend and/or contribute ideas as appropriate. The next meeting is Thursday, May 20, 2010 at 2:00 pm.

John Piety, MCTAB Chair, requested direction as it relates to the North Mason Park & Ride lot, and is that a project MTA should fully fund. Commissioner Ring-Erickson encouraged partnership participation.

MTA NEW BUSINESS:

1. First Amendment to Resolution No. 2010-03 Adopting a Drug & Alcohol Policy

Recommendations for revisions presented are consistent with FTA rules and regulations governing policies as they relate to drug and alcohol use and testing amongst safety-sensitive employees.

MOTION that the Mason County Transportation Authority Board of Directors approve the First Amendment to Resolution No. 2010-03 adopting a Drug & Alcohol Policy. **Gallagher/Wendell.**
Motion carried unanimously.

2. Authorizing the General Manager to sign Mason County Public Works Declaration of Covenants

Mason Transit is required to sign and submit the Mason County Department of Public Works covenant running with the real property located at 790 E Johns Prairie Road in Shelton, Washington as part of the Fueling Station project.

MOTION that the Mason County Transportation Authority Board of Directors authorize the General Manager to sign Mason County Public Works Declaration of Covenants Associated with Privately Maintained Storm Drainage Facilities. **Sheldon/Volk. Motion carried unanimously.**

3. Resolution No. 2010-08 Authorizing the Board Chair to sign First Amendment to Washington State Department of Transportation Agreement GCA6186

The amendment provides remaining project funds to be added into current funds for Projects C and D and changes language in the Payment Section, part C of the agreement for operating assistance. There is no change in the total grant amount.

MOTION that the Mason County Transportation Authority Board of Directors approve Resolution No. 2010-08 authorizing the Board Chair to sign First Amendment to Washington State Department of Transportation Agreement GCA6186. **Gallagher/Wendell. Motion carried unanimously.**

GENERAL MANAGER'S REPORT:

Joan Zook, Shelton School District Superintendent is taking the lead in organizing agencies to discuss and explore inter-jurisdictional coordination activities to reduce costs.

Dave reported that he was contacted by Gene Baxtrum, member of the Legislative Transportation Committee, seeking Dave's participation and contributions to the Transit Funding Study.

FTA Grant Funding – The new FTA funding source that provides dollars for capital and facilities projects submitted under the Main Street applications, is strange given current economical conditions and effort to control expenses and potential of service reductions. There does not appear to be any relief from FTA for operating funding assistance.

OPERATIONS REPORT:

Jay Rosapepe provided highlights from the April 2010 Operations Summary Report, noting the decrease in ridership under the vanpool program.

MCTAB REPORT:

1. Advisory Board Recruitment Update

Advisory Board membership application is being reviewed and may be revised. Recruitment effort in progress.

2. Joint Advisory Board Meeting Update

Preliminary planning and discussion initiated for the Olympic Region Joint Advisory Board meeting.

ITEMS TO GO BEFORE MCTAB:

None

PUBLIC COMMENT:

None

OTHER BUSINESS:

Mason Transit will recognize its volunteer drivers and other community volunteers at a recognition Luncheon on May 14, 2010 from Noon to 2:00 pm. The recognition event will be held at the Armory.

The next meeting is a joint meeting of the Mason County Transportation Authority and Advisory Boards scheduled to be held on Tuesday, June 8, 2010 at 5:30 pm at the Transit facility located at 790 E John's Prairie Road, Shelton, WA.