



The attached minutes of the Mason Transit Authority regular meeting held on the 16th day of January, 2018, were approved by the Mason Transit Authority Board, by motion, on this 20th day of February, 2018.



Kevin Shutty, Chair



Wes Martin, Vice-Chair



John Campbell, Authority Member



Kevin Dorcy, Authority Member



Terri Drexler, Authority Member



Randy Neatherlin, Authority Member

Deborah Petersen, Authority Member



Don Pogreba, Authority Member

Sandy Tarzwell, Authority Member

ATTEST: 

Tracy Becht, Clerk of the Board

DATE: February 20, 2018

**Mason Transit Authority
Minutes of the Regular Board Meeting
January 16, 2018
Transit-Community Center
601 West Franklin Street
Shelton**



OPENING PROTOCOL

CALL TO ORDER: 4:00 p.m.

At the time of roll call, the Board Chair announced that the County Commissioners had one more MTA Board position to fill and that the City of Shelton would be appointing a Commissioner to the MTA Board later that evening. She also announced that there was a quorum for the meeting and that the meeting could proceed.

Authority Voting Board Members Present: Terri Drexler, Chair; John Campbell, Vice Chair; Wes Martin, Randy Neatherlin, Deb Petersen, Don Pogreba and Kevin Shuttly. **Quorum met.**

Authority Non-voting Board Member Present: Bobby Joe Murray, Business Representative, IAM and AW, District Lodge 160.

Authority Voting Board Members Not Present: The following positions were not present due to temporary vacancies: 1) City Representative Authority Board member vacant and to be appointed at City of Shelton Commissioner meeting evening of January 16; and 2) One Authority Board member position remaining to be appointed by Mason County Commissioners.

Others Present: Tracy Becht, Clerk of the Board; Danette Brannin, General Manager; Marshall Krier, Maintenance and Facilities Manager; LeeAnn McNulty, Administrative Services Manager and Mike Ringgenberg, Operations Manager. Also present was John Piety (MCTAB).

ACCEPTANCE OF AGENDA: Moved that the agenda for the January 16, 2018 Mason Transit Authority (MTA) regular board meeting be accepted and approved. **Campbell/Petersen. Motion carried.**

PUBLIC COMMENT: None.

RECOGNITION:

- A letter of appreciation was received by Brian Lagerberg, Director, Public Transportation Division of WSDOT, relating to MTA's assistance during the train derailment. The letter was read aloud by the Clerk of the Board.

CONSENT AGENDA

Moved to approve Consent Agenda items 1 – 3, as follows:

1. **Moved** to approve the draft minutes of the MTA Board regular meeting of December 19, 2017.

2. **Moved** that the Mason Transit Authority Board approve the financial reports for the period of December, 2017 as presented.
3. **Moved** that the Mason Transit Authority Board approve the payments of December 15, 2017 through January 11, 2018, financial obligations on checks #30761 through #30868, as presented for a total of \$486,412.36.

Shutty/Petersen. Motion carried.

REGULAR AGENDA

UNFINISHED BUSINESS

1. Election of Officers.

- a. **Chair.** Board member Kevin Shutty was nominated to serve as Chair of the Authority Board. Board member Shutty accepted the nomination. There was a vote of the Authority Board to appoint Kevin Shutty to serve as Chair of the Authority Board. **Unanimously approved.**
- b. **Vice Chair.** John Campbell was nominated to serve as Vice-Chair. Board member Campbell declined the nomination. Board member Wes Martin was nominated to serve as Vice Chair. Board member Martin accepted the nomination. There was a vote of the Authority Board to appoint Wes Martin to serve as the Vice Chair of the Authority Board. **Unanimously approved.**

NEW BUSINESS

1. Lewis-Mason-Thurston Area Agency on Aging Contract ("LMTAAA") –

LeeAnn McNulty, Administrative Services Manager, explained that LMTAAA had approved the four-year contract with MTA and that the contract being presented for approval by the Board related to the 2018 contract between LMTAAA and MTA in connection with the volunteer driver program. **Moved** that the Mason Transit Authority Board authorize the Chair to execute the Lewis-Mason-Thurston Area Agency on Aging Contract Number 18-1120-0041-06 for the provision of volunteer transportation services. **Petersen/Campbell. Motion carried.**

2. **City of Shelton Alder Street Project –** Danette Brannin, General Manager, informed the Board that the City of Shelton had been awarded a grant for street improvements on Alder Street from 1st Street up Olympic Highway North to C Street. She went on to say that MTA would be partnering with the City of Shelton by installing a bus shelter and constructing a bus pull-out in the right-of-way at 8th and Alder, as well as installing a crosswalk flasher in the vicinity of MTA's current bus stop near C Street for safety reasons. She also described the benefits of partnering with City of Shelton on this project. An interlocal agreement is in draft stages and will be brought to the Authority Board for consideration at a later meeting.

INFORMATIONAL UPDATES –

Ms. Brannin and Marshal Krier, Maintenance and Facilities Manager, described to the Board the State of Good Repair reporting that will be required under the Transit Asset Management Plan beginning in October 2017. The State of Good Repair relates to useful life of the transit's fleet of vehicles and buildings. MTA has sent an 80% Useful Life Benchmark of its vehicles. Currently, Worker/Driver buses are currently beyond their useful life and need to be replaced. In the next

six years approximately 70% of the fleet will need replaced stressing the importance of the need for available funding at the federal government level. MTA is building reserves for vehicle replacement should funding not be available or to meet the match on successful funding applications.

GENERAL MANAGER'S REPORT – Ms. Brannin had no additional updates to the report.

COMMENTS BY BOARD MEMBERS – Board member Petersen asked Ms. Brannin if ferry service from Olympia was on MTA's radar and would this impact MTA service. Ms. Brannin replied that at this time it was not under consideration.

PUBLIC COMMENT – None.

Moved that the meeting be adjourned.

ADJOURNED 4:40 p.m.

UPCOMING MEETINGS

**Mason Transit Authority
Regular Meeting**
*February 20, 2018 at 4:00 p.m.
Transit-Community Center
Conference Room
601 West Franklin Street
Shelton*