



The attached minutes of the Mason Transit Authority regular meeting held on the 21st day of February, 2017, were approved by the Mason Transit Authority Board, by motion, on this 21st day of March, 2017.

Terri Jeffreys, Chair

John Campbell, Vice-Chair

Wes Martin, Authority Member

Tracy Moore, Authority Member

Randy Neatherlin, Authority Member

Deborah Petersen, Authority Member

Don Pogreba, Authority Member

Ginger Seslar, Authority Member

Kevin Shutty, Authority Member

ATTEST:

Tracy Becht, Clerk of the Board

DATE: March 21, 2017

**Mason Transit Authority
Minutes of the Regular Board Meeting
February 21, 2017
MTA Transit-Community Center
601 West Franklin Street
Shelton**



OPENING PROTOCOL

CALL TO ORDER: 4:00 p.m.

Authority Voting Board Members Present: Terri Jeffreys, Chair; John Campbell, Vice Chair; Tracy Moore, Wes Martin; Randy Neatherlin and Kevin Shuttly. - **Quorum met.**

Authority Voting Board Members Not Present: Deb Petersen (arrived at 4:26 pm); Ginger Seslar and Don Pogreba were absent.

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

Others Present: Tracy Becht, Clerk of the Board; Robert Johnson, Legal Counsel; Danette Brannin, General Manager; Rikki Johnson, Human Resources Manager; LeeAnn McNulty, Finance Manager; Mike Oliver, Development Manager and Kathy Geist, T-CC Manager. Also present were Gerry Grubbs, Melissa McFadden, John Piety, Charles Orthmann and Ernie Corona.

ACCEPTANCE OF AGENDA: Moved that the agenda for the February 21, 2017 Mason Transit Authority (MTA) regular board meeting be accepted. **Campbell/Shuttly. Motion carried.**

CORRESPONDENCE – MTA had received a thank you letter from Intercity Transit expressing appreciation for the opportunity to acquire three of MTA's paratransit vans. The letter was read aloud by the Clerk of the Board.

RECOGNITION – Gerry Grubbs, Principal of GRAVITY, tenant at Transit-Community Center – Mr. Grubbs described how the GRAVITY program assists teens that have dropped out of school, re-engage the student in completing their education and passing the GED exams.

PUBLIC COMMENT – **Charles Orthmann** indicated he has been a rider of MTA for 25 years and he suggested that MTA consider a new logo, one that might be designed to commemorate the event. Mr. Orthmann thought it would be worthwhile to have a contest, perhaps have some of the school kids have an opportunity to design and submit the logo to MTA. He went on to thank all those at MTA for all their hard work so citizens could get around. He also mentioned that if it weren't for MTA and its ADA equipment, many citizens of Mason County would not be able to get around.

John Piety also thanked the MTA staff and Board for the MCTAB meeting coming up in March, 2017.

The Chair requested that staff develop a process for promoting submissions for a 25-year logo, perhaps working with MCTAB.

(Board member Deborah Petersen arrived at 4:26 p.m.)

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 January 17, 2017.
2. **Moved** that the Mason Transit Authority Board approve the financial reports for the period of January, 2017 as presented.
3. **Moved** that the Mason Transit Authority Board approve the payments of January 14, 2017 through February 18, 2017, financial obligations on checks #29371 through #29525, as presented for a total of \$648,995.37.

Moore/Shutty. Motion carried.

REGULAR AGENDA

No unfinished business was presented to the Board.

NEW BUSINESS

1. **2017 Vanpool Investment Agreement** – Mike Oliver, Development Manager, described the benefit to MTA relating to its vanpool program and that the opportunity had unexpectedly presented itself and had a short submittal and approval time period. **Moved** to approve WSDOT GCB-2521 for the purchase of four vanpool replacement vehicles and approve Resolution No. 2017-03 authorizing the General Manager to execute the agreement. **Campbell/Shutty. Motion carried.**
2. **2017 Certifications and Assurances** – Mike Oliver informed the Board that this related to the annual certifications and assurances to be provided to WSDOT to satisfy federal requirements. **Moved** that the Mason Transit Authority Board approve and authorize the Board Chair to sign the 2017 Certifications and Assurances acknowledgment of compliance as recommended. **Neatherlin/Moore. Motion carried.**
3. **WSDOT Capital Grant Agreement GCB1954 Replacement of Fifteen (15) Bus Passenger Shelters** – Danette Brannin, General Manager, spoke briefly on the change to the Scope of Work which necessitated an amendment to the original agreement approved by the Board in November, 2014. **Moved** that the Mason Transit Authority Board approve the purchase of eight shelters through the Capital Construction Grant GCB1954 and approve Resolution 2017-04 to amend the contract. **Neatherlin/Petersen. Motion carried.**

INFORMATIONAL UPDATES – Mike Oliver updated the Board concerning the Park and Ride Work Group meeting held on February 16.

Danette Brannin informed the Board that Mike Ringgenberg, Operations Manager, has been working with Mason County and Mason County school districts to formulate a plan so that during times that road restrictions are in effect, Mason Transit may assist the school districts with getting children to school.

GENERAL MANAGER'S REPORT – General Manager Danette Brannin submitted her report as a part of the packet, as well as a status report of 2017 Work Items.

COMMENTS BY BOARD MEMBERS – Board member Deborah Petersen informed the Board that 31 first graders from Hood Canal School District toured both the Riverdance Soap shop and Mason Transit's Operations and Maintenance Shop. The children had an opportunity to get on a bus, see it up in the air and how the mechanics work, as well as the operations of MTA. It was such a success that Kathy Geist is checking with other school districts to arrange similar field trips so that kids have the opportunity to learn more about public transportation.

Board member Tracy Moore said that she, Ginger Seslar and Randy Neatherlin would like to encourage every possible use to preserve the Radich Building.

Board member Randy Neatherlin thought perhaps it could be used as a day reporting facility for the Mason County Sheriff's office.

Kathy Geist, T-CC Manager, apprised the Board that the power and water are still working in the building and that Ascend Roofing had put a special coating on the roof, so it is in good shape. Kathy will continue to explore other possibilities for the preservation and use of the building.

PUBLIC COMMENT – None.

EXECUTIVE SESSION:

The Chair announced the meeting was in Executive Session at 4:55 p.m. The Chair excused all from the room except Board members, Legal Counsel Robert Johnson, General Manager Danette Brannin, Development Manager Mike Oliver and County Engineer Melissa McFadden. The Chair announced that the executive session would conclude at 5:05 p.m. (10 minutes). At 5:05 p.m., the Chair announced that the conclusion of the executive session would be at 5:15 p.m. (10 minutes). At 5:15 p.m., the Chair announced the executive session would conclude at 5:20 p.m. (5 minutes).

RECONVENED REGULAR SESSION:

The Chair announced the meeting was in regular session with no action having been taken. **Moved** to instruct Legal Counsel to pursue negotiations on the two properties identified, with the property scoring highest as priority. **Martin/Shutty. Motion carried.**

Moved that the meeting be adjourned.

ADJOURN 5:27 p.m.

UPCOMING MEETINGS

**Mason Transit Authority
Regular Board Meeting**
Tuesday, March 21, 2017 at 4:00 p.m.
Transit-Community Center
601 West Franklin Street
Shelton