




The attached minutes of the Mason Transit Authority regular meeting held on the 15<sup>th</sup> day of March, 2016, was approved by the Mason Transit Authority Board, by motion, on this 19th day of April, 2016.

  
\_\_\_\_\_  
Terri Jeffreys, Chair

  
\_\_\_\_\_  
Wes Martin, Authority Member

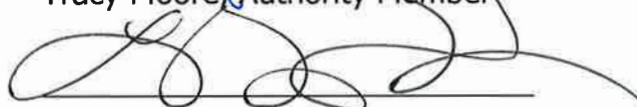
  
\_\_\_\_\_  
Randy Neatherlin, Authority Member

  
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Don Pogreba, Authority Member

\_\_\_\_\_  
Tim Sheldon, Authority Member

  
\_\_\_\_\_  
John Campbell, Vice-Chair

  
\_\_\_\_\_  
Tracy Moore, Authority Member

  
\_\_\_\_\_  
Deborah Petersen, Authority Member

  
\_\_\_\_\_  
Ginger Seslar, Authority Member

ATTEST:   
\_\_\_\_\_  
Tracy Becht, Clerk of the Board

DATE: 4/19/16

**Mason Transit Authority  
Minutes of the Regular Board  
Meeting March 15, 2016  
Port of Allyn,  
18560 East State Route 3, Allyn**



**CALL TO ORDER:** 4:03 p.m.

**OPENING PROTOCOL**

**Authority Voting Board Members Present:** Terri Jeffreys, Chair; John Campbell, Vice Chair; Tracy Moore; Randy Neatherlin; and Deb Petersen. Wes Martin, Don Pogreba, Ginger Seslar (arrived at 4:07 p.m. following roll call) and Tim Sheldon were absent. – **Quorum met.**

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

**Others Present:** Danette Brannin, Acting General Manager and Finance Manager; Rob Johnson, Legal Counsel; Tracy Becht, Clerk of the Board; Kathy Geist, Transit-Community Center Manager; Rikki Johnson, Human Resources Manager; Mike Ringgenberg, Operations Manager; Marshall Krier, Maintenance and Facilities Manager; and Mike Oliver, Development Manager. Also present were John Piety, Mason County Transit Advisory Board (MCTAB) member, Tom Hanson, WSDOT, John Calabrese, former member of MCTAB, Carl Roberson, QFC-Belfair, Andrew Davis of Mason County Journal and Marilyn Vogler, consultant on MTA's Strategic Plan.

**ACCEPTANCE OF AGENDA: Moved** that the agenda for the March 15, 2016 Mason Transit Authority (MTA) regular board meeting be accepted with the change that the executive session be moved to the end of the agenda as there was no indoor waiting area for the public. **Campbell/Neatherlin. Motion carried.**

**PUBLIC COMMENT** –

John Piety, as a MCTAB member, read the following:

“In response to your request, I would like to note that MTA is a “Public” transportation system. In order to succeed it is important the public both understands they have an interest in making this system work, but that they also can contribute to that success, from system development to support for potential increases in the sales tax requests.

My suggestion is that the public once again be invited to participate in the process of making MTA work. The public, through MCTAB and other sources,

were invited to be members of planning groups. This included system development, budget planning, route analysis and especially helping with the future planning.

This suggestion meets all your criteria: no cost to transit, no extra staff time, and no hoopla!

A specific example of a concern that can be worked on immediately. The link system is not well understood. It appears to have a variable time component, riders are not always aware of when the bus will appear, it is somewhat a fixed route, but at different times during the day dial-a-ride buses can be noted driving on this route. I am not alone in being confused. I think a member of the bus riding public could help develop a procedure that can be provided to folks riding these routes with understandable information on how these routes work, or are planned to work. What this does is provide free support to staff so they do not have to take MTA time to develop such a white paper.

Another area where the public can help is route development. There are a number of under-served areas within the county. Members of the public can look at this problem with time and effort staff cannot provide without taking away from the daily tasks of keeping the current system operating as best they can.

I am sure you are aware this note can be expanded to a number of other examples, like the budget, but I believe you understand what I am proposing.

I really appreciate this opportunity to comment on how we, the public, can help continue the growth of this great transit system!"

The Chair introduced Bobby Joe Murray as the Business Representative, IAM and AW, District Lodge 160. Bobby Joe indicated that he has been a Business Representative for about 5 years and was with Intercity Transit for 13 years.

Ginger Seslar arrived at 4:07 p.m.

## **CONSENT AGENDA**

**Moved** to approve Consent Agenda items 1 – 4, as follows:

1. **Moved** to approve the draft minutes of the MTA Board regular meeting of February 16, 2016.
2. **Moved** that the Mason Transit Authority Board approve the financial reports for the period of February 2016 as presented.

3. **Moved** that the Mason Transit Authority Board approve the payment of February 11 through March 14, 2016 financial obligations on checks #27609 through #28028, as presented for a total of \$541,952.32.
4. **Moved** that the Mason Transit Authority Board approve Resolution No. 2016-13 removing Marc Bradley Patterson to sign on financial accounts for Mason Transit Authority Board and authorizing Danette Brannin, currently the Acting General Manager, to have signing authority for the Mason County Treasurer Depository Account currently held at Columbia Bank, as well as any and all other accounts that typically require the signature of the MTA General Manager.

**Moved** to approve consent agenda items 1 through 4. **Peterson/Campbell. Motion carried.**

## **REGULAR AGENDA**

### **UNFINISHED BUSINESS**

1. **Park and Ride Project Update** – Mike Oliver gave an overview of the updates as set forth in the agenda page.
2. **Strategic Plan** – Marilyn Vogler provided a handout to the Board and described the goals as well as objectives. The Board will consider the goals and make any recommended changes at its April meeting.

### **NEW BUSINESS**

1. **Emergency Generator Installation and Wiring Project** – **Moved** that the Mason Transit Authority Board authorize the Acting General Manager to procure the necessary wiring, switches and any other equipment, tools or devices necessary to complete the project in an amount not to exceed \$12,000. **Neatherlin/Campbell. Motion carried.**
2. **Luminator Destination Signs** – **Moved** that the Mason Transit Authority Board authorize the Acting General Manager to purchase the Luminator destination signs in an amount not to exceed \$36,500. **Neatherlin/Petersen. Motion carried.**

**TEAM UPDATES** – The Board expressed their thanks to the Acting General Manager for doing such a great job and for her Friday reports to keep the Board updated.

**GENERAL MANAGER'S REPORT** – Acting General Manager, Danette Brannin, spoke of current MTA business, including (1) modifications to the current form of operations report that will provide board members information such as cost per mile and other information helpful in future decision making; (2) union negotiations; (3) MCTAB - the managers are considering how MCTAB may assist MTA and that she had heard of others expressing interest in being on the advisory board; and (4) her recent attendance at AGRIP as a part of WSTA and emerging risks.

### **COMMENTS BY BOARD MEMBERS**

*John Campbell* – Delighted by what he heard about the strategic plan and that it seemed to be pointing MTA in a good direction.

*Randy Neatherlin* – He was appreciative of the progress made on the temporary park and ride and direction they are taking.

### **PUBLIC COMMENT**

Tom Hansen introduced himself as the new Community Liaison, Public Transportation Division of Washington State Department of Transportation.

### **EXECUTIVE SESSION**

The Chair announced the meeting was in executive session and that the purpose of the executive session was to discuss a potential litigation under RCW 42.30.110(i). At 5:10 p.m., the Chair excused all from the room that were in attendance, except the board members; Legal Counsel, Robert Johnson; Clerk of the Board, Tracy Becht; and Danette Brannin, Acting General Manager. The Chair announced the Executive Session would conclude at 5:25 pm (15 minutes). At 5:25 p.m., the Chair announced that the end time would be extended another 5 minutes to 5:30 p.m. At 5:30 p.m., the Chair announced that the end time would be extended another 5 minutes to 5:35 p.m. At 5:35 p.m., the Chair announced that the end time would be extended another 2 minutes to 5:37 p.m. At 5:37 p.m., the Chair announced that the end time would be extended another 2 minutes to 5:39 p.m.

At 5:40 p.m. the Chair announced the end of the Executive Session and that the meeting was in open regular session.

**RECONVENED REGULAR SESSION**

The Chair announced that the meeting was in regular session. No action was taken.

**Moved** that the meeting be adjourned. **Campbell/Petersen. Motion carried.**

**ADJOURN** 5:43 p.m.

**UPCOMING MEETINGS**

**Mason Transit Authority**

**Regular Board Meeting**

*April 19, 2016 at 4:00 p.m.*

*Mason Transit Authority*

*Transit-Community Center Conference Room*

*601 West Franklin Street, Shelton*