



The attached minutes of the Mason Transit Authority regular meeting held on the 17<sup>th</sup> day of May, 2016, were approved by the Mason Transit Authority Board, by motion, on this 21<sup>st</sup> day of June, 2016.

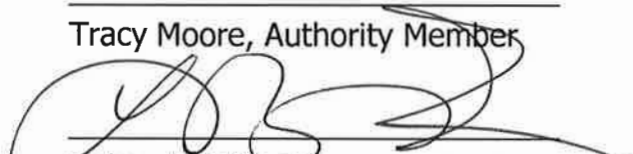
  
\_\_\_\_\_  
Terri Jeffreys, Chair

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

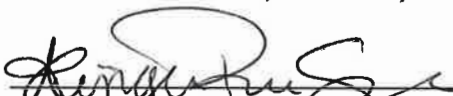
  
\_\_\_\_\_  
Wes Martin, Authority Member

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

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

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

  
\_\_\_\_\_  
Don Pogreba, Authority Member

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

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

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

DATE: 6/21/16

**Mason Transit Authority  
Minutes of the Regular Board  
Meeting May 17, 2016  
MTA Transit-Community Center,  
601 Franklin Street, Shelton, Washington**



**CALL TO ORDER:** 4:00 p.m.

**OPENING PROTOCOL**

**Authority Voting Board Members Present:** John Campbell, Vice Chair, presiding; Tracy Moore; Deb Petersen; Wes Martin and Don Pogreba. – **Quorum met.** (Randy Neatherlin arrived at 4:35 p.m. following roll call.)

**Authority Voting Board Members Not Present:** Terri Jeffreys, Chair; Ginger Seslar and Tim Sheldon were absent.

**Authority Non-voting Board Member Present:** Bobby Joe Murray, Business Representative, IAM and AW, District Lodge 160 was not present at the meeting.

**Others Present:** Danette Brannin, Acting General Manager and Finance Manager; Rob Johnson, Legal Counsel; Tracy Becht, Clerk of the Board; Rikki Johnson, Human Resources Manager; Mike Ringgenberg, Operations Manager; and Marshall Krier, Maintenance and Facilities Manager. Also present were Kristi Evans, Operations Coordinator; Kathy Geist, T-CC Manager; John Piety, Mason County Transit Advisory Board (MCTAB) member; Marilyn Vogler and Kandace MacKaben, MTA Strategic Plan consultants; and Robyn Patterson, artist.

**ACCEPTANCE OF AGENDA: Moved** that the agenda for the May 17, 2016 Mason Transit Authority (MTA) regular board meeting be accepted. **Martin/Petersen. Motion carried.**

**PUBLIC COMMENT** – None.

**RECOGNITION**

Robyn Patterson, a local artist, was introduced and she described her laser-cut “Spawning Sockeye” artwork that will be on display at the T-CC, as well as a few of her other pieces of artwork and that she learned how to do the artwork at Olympic College.

**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 April 19, 2016.
2. **Moved** that the Mason Transit Authority Board approve the financial reports for the period of April 2016 as presented.

3. **Moved** that the Mason Transit Authority Board approve the payment of April 13 through May 12, 2016, financial obligations on checks #28156 through #28330, as presented for a total of \$617,353.37.

**Moved** to approve consent agenda items 1 through 3. **Martin/Pogreba. Motion carried.**

## **REGULAR AGENDA**

### **UNFINISHED BUSINESS**

1. **Van Grant Quarterly Report** – Kristi Evans, Operations Coordinator, reviewed the van grant program and how the surplussed vehicles were being used as reported by the recipients of the van grant program. Danette also commented on the van grant program.
2. **2015 Draft Financial Statements** – Danette described the draft form of financial statements relating to GASB 68 and the fiscal impact as reflected in the agenda page presented to the Board.
3. **Strategic Plan.** – Marilyn Vogler and Kandace MacKaben discussed the latest step to bring the objectives developed with staff and that it was now put on a timeline. It is a fluid document that can be updated as approved by the Board. John Campbell described hyperlinks he has seen on other documents such as the Strategic Plan. (Board member Randy Neatherlin arrived at 4:35 pm). Board member Randy Neatherlin stated that he was impressed with the amount of information in the Strategic Plan. Board member Don Pogreba inquired as to the cost of the Strategic Plan.

### **NEW BUSINESS**

1. **Exclusion from Service Policy No. 502** – Mike Ringgenberg, Operations Manager, discussed the need for the policy as well as how it can streamline and make the process more efficient for the Operations Supervisors toward those that display or exhibit prohibited conduct behaviors. **Moved** that the Mason Transit Authority Board approve and adopt Resolution No. 2016-15 that approves and establishes the Exclusion from Service Policy No. 502. **Petersen/Martin. Motion carried.**
2. **Radich Building Located at 536 West Railroad** – Kathy Geist, Transit-Community Center Manger, described the idea of having the Radich Building converted into public bathrooms, rather than razing the building, and saving MTA \$10,000. **Moved** that the Mason Transit Authority staff commence discussions with other governmental entities relating to disposition of the Radich Building. **Martin/Petersen. Motion carried.**

**TEAM UPDATES** – No comment.

**GENERAL MANAGER'S REPORT** – Acting General Manager, Danette Brannin, spoke of current MTA business, including (1) preparations for appreciating employees during National Transportation week, (2) status of completing 2015 financial reports for the annual report to the State Auditor's Office due May 29; (3) working on employee morale; (4) examining costs associated with adding Sunday service and looking at transferring some of the costs of some services from Saturday to Sunday; and (5) the Labor Institute training was especially informative about unions. Additionally, she'll be attending the CTAA Expo 2016. This will be Danette's first time attending this CTAA event.

**COMMENTS BY BOARD MEMBERS**

*Randy Neatherlin* – indicated that MTA services to the ferry terminal from Gorst has been stopped. Kathy Geist will provide additional information to Randy. He also said that he'd like to have a number of condolence and other types of cards stored in Kathy Geists' office and that the Clerk of the Board should pick up an array of different types of cards so the Board members can sign a card when they're all together and it can be sent the next day.

*John Campbell* – commented in response to the announcement that the movie "Paper Tigers" was being shown at the Transit-Community Center that he had seen it and it was a good movie concerning struggling teens.

*Wes Martin* – *Expressed thanks for the art contributor.*

**PUBLIC COMMENT**– No comment.

**Moved** that the meeting be adjourned. **Martin/Pogreba. Motion carried.**

**ADJOURN** 5:45 p.m.

**UPCOMING MEETINGS**

**Mason Transit Authority**  
**Regular Board Meeting**  
*June 21, 2016 at 4:00 p.m.*  
*Mason County Fire Protection District 1*  
*331 North Finch Creek Road*  
*Hoodsport*