



The attached minutes of the Mason Transit Authority regular meeting held on the 18th day of May, 2021, and special meeting held on the 8th day of June, 2021, were approved by the Mason Transit Authority Board, by motion, on this 15th day of June, 2021.

DocuSigned by:

Sharon Trask

Sharon Trask, Chair

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Sandy Tarzwell, Vice Chair

DocuSigned by:

Cyndy Brehmeyer

Cyndy Brehmeyer, Authority Member

38C4E4F3770E401

DocuSigned by:

John Campbell

John Campbell, Authority Member

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DocuSigned by:

Kevin Dorcy

Kevin Dorcy, Authority Member

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Matt Jewett, Authority Member

DocuSigned by:

Wes Martin

Wes Martin, Authority Member

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DocuSigned by:

Randy Neatherlin

Randy Neatherlin, Authority Member

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Kevin Shutty, Authority Member

ATTEST:

DocuSigned by:

Tracy Becht

Tracy Becht, Clerk of the Board

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DATE: 6/29/2021

**Mason Transit Authority
Minutes of the Regular Board Meeting
May 18, 2021
MTA Transit-Community Center
Conference Room
601 West Franklin Street
Shelton**



Pursuant to Governor's Proclamation 20-28.15 and 20-25.12, the public meeting was held virtually using WebEx with the public being able to attend in listen-only mode, except during the public comment period, as well as in person.

OPENING PROTOCOL

CALL TO ORDER: 4:02 p.m.

ROLL CALL AND DETERMINATION OF QUORUM

Authority Voting Board Members Present: Sharon Trask, Chair; Sandy Tarzwell, Vice Chair; Cyndy Brehmeyer, John Campbell, Kevin Dorcy, Matt Jewett, Wes Martin and Randy Neatherlin. **Quorum met, Board member Brehmeyer attended in person and the remaining named Board members were present via WebEx virtual conference.**

Authority Voting Board Members Not Present: Kevin Shetty

Authority Non-voting Board Member Not Present: Greg Heidal, Business Representative, IAM and AW, District Lodge 160.

Citizen Advisor to the Board Present: John Piety

MTA Staff present in person: Tracy Becht, Clerk of the Authority Board and Tyler Hildebrandt, Technical Support Analyst.

MTA Staff present via WebEx virtual conference: Mike Ringgenberg, Interim General Manager; LeeAnn McNulty, Acting General Manager; and Trina Gwerder, Acting Operations Manager.

Others present via WebEx virtual conference: Robert Johnson, MTA Legal Counsel, Elizabeth Safsten of WSDOT and Cedric Adams, Claims Manager of Washington State Transit Insurance Pool (WSTIP).

ACCEPTANCE OF AGENDA

Moved that the agenda for the May 18, 2021 Mason Transit Authority (MTA) regular board meeting be approved. **Campbell/Tarzwell. Motion carried.**

PUBLIC COMMENT – None.

CONSENT AGENDA

Moved to approve Consent Agenda items 1 and 2 as follows:

1. **Moved** to approve the minutes of the MTA regular Board meeting of April 20, 2021.
2. **Moved** that the Mason Transit Authority Board approve the payments of April 14, 2021 through May 14, 2021 financial obligations on checks#35164 through 35272, as presented for a total of \$1,436,683.22.

Campbell/Tarzwel. Motion carried.

REGULAR AGENDA

UNFINISHED BUSINESS – [None]

NEW BUSINESS

1. **Second Amendment to Agreement PTD0081.** LeeAnn McNulty, Acting General Manager, shared with the Board that the enclosed agreement being presented to the Board provided for the change in scope to Project F as previously discussed with and agreed to by the Board at its April 20, 2021 meeting. Ms. McNulty indicated that at a future meeting, a bigger conversation will need to be discussed concerning the Radich building following a Maintenance Committee meeting regarding its future. **Moved** that the Mason Transit Authority Board approve Resolution No. 2020-14 that approves the Second Amendment to Agreement PTD0081 and authorizes the Acting General Manager to sign the agreement. **Tarzwel/Martin. Motion carried.**

INFORMATIONAL REPORTS:

- Brief informational update: Beginning in June, MTA will be resuming service to Triton Cove so that riders can link with Jefferson Transit. Also discussed that there is to be 3' of space between riders which limits the number of passengers in vehicles.
- Ms. McNulty asked what information the Board would like for evaluating costs as we continue to return to normal service.
- Sales tax continues to exceed expectations.
- Discussion regarding park and ride projects and chronology of change orders. Ms. McNulty indicated there could be more costs coming through above the total project award in the amount of \$100-250,000. These costs would be paid from local funds.
- Update provided to Board regarding number of candidates. A work session has been scheduled.

GENERAL MANAGER'S REPORT: Mike Ringgenberg, Interim General Manager, indicated that MTA's projects continue to move forward.

COMMENTS BY BOARD: None.

EXECUTIVE SESSION: Executive session commenced at 4:38 PM. The Board Chair announced the Executive Session would be for 20 minutes. At 4:58 PM, the Board chair announced the Executive Session would be for another 5 minutes.

RESUME OPEN SESSION: Occurred at 5:02 PM

Moved that the meeting be adjourned.

ADJOURNED 5:03 p.m.

UPCOMING MEETING

BOARD MEETING

Mason Transit Authority

Special Meeting

June 8, 2021 at 11:45 AM

On-line via WebEx and in person at:

Transit-Community Center Conference Room

601 West Franklin Street

Shelton

Mason Transit Authority

Regular Meeting

June 15, 2021 at 4:00PM

On-line via WebEx and in person at:

Transit-Community Center Conference Room

601 West Franklin Street

Shelton

**Mason Transit Authority
Minutes of the Special Board Meeting
June 8, 2021
MTA Transit-Community Center
Conference Room
601 West Franklin Street
Shelton**



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OPENING PROTOCOL

CALL TO ORDER: 11:51 a.m.

ROLL CALL AND DETERMINATION OF QUORUM

Authority Voting Board Members Present: Sharon Trask, Chair; Sandy Tarzwell, Vice Chair; Cyndy Brehmeyer, John Campbell, Kevin Dorcy, Matt Jewett, Wes Martin, Randy Neatherlin and Kevin Shuttly. **Quorum met, Board members Sharon Trask, Sandy Tarzwell, Cyndy Brehmeyer, Kevin Dorcy, Matt Jewett, Randy Neatherlin and Kevin Shuttly attended in person and the remaining named Board members were present via WebEx virtual conference.**

Authority Voting Board Members Not Present: [None]

Authority Non-voting Board Member Present: Greg Heidal, Business Representative, IAM and AW, District Lodge 160.

Citizen Advisor to the Board Present: John Piety

MTA Staff present in person: LeeAnn McNulty, Acting General Manager and Administrative Services Manager; Marshall Krier, Maintenance and Facilities Manager; Tracy Becht, Clerk of the Authority Board and Tyler Hildebrandt, Technical Support Analyst.

MTA Staff present: Mike Ringgenberg, Interim General Manager (WebEx/phone).

Others present via WebEx virtual conference: Robert Johnson, MTA Legal Counsel.

Also Attending: John Hodgson of Prothman; and, when called, General Manager candidates, Amy Asher, Joe Bales and Stephen Gardner.

ACCEPTANCE OF AGENDA

Moved that the agenda for the June 8, 2021 Mason Transit Authority (MTA) special board meeting be approved. **Tarzwell/Martin. Motion carried.**

BOARD COMMENT – None.

PROCESS DISCUSSION BY PROTHMAN

John Hodgson described the process and timeline of interviewing each candidate.

EXECUTIVE SESSION: As the Executive Session began, all staff, except the Administrative Services Manager who serves in the role of HR Manager, were excused from the room (virtually and in-person). Individuals remaining in the Executive Session were Board members, Administrative Services Manager, Citizen Advisor to the Board, John Hodgson of Prothman and the three candidates, one at a time, as their individual interview began.

The Executive Session commenced at 12:04 PM. The Board Chair stated that the Executive Session would be for 3½ hours. Board member Wes Martin departed at 3:00 PM.

RESUME OPEN SESSION: Occurred at 3:25 PM

Motion: Moved that the Mason Transit Authority Board authorize the HR Manager to enter into negotiations for the General Manager position with Amy Asher. **Shutty/Neatherlin. Motion carried.**

Moved that the meeting be adjourned.

ADJOURNED 3:27 PM

UPCOMING MEETING

BOARD MEETING

**Mason Transit Authority
Regular Meeting
June 15, 2021 at 4:00PM**
*On-line via WebEx and in person at:
Transit-Community Center Conference Room
601 West Franklin Street
Shelton*