



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

**Mason Transit Authority
Minutes of the Regular Board Meeting
October 16, 2018
Port of Allyn
18560 East SR 3
Allyn**



OPENING PROTOCOL

CALL TO ORDER: 4:00 p.m.

Authority Voting Board Members Present: Kevin Shutty, Chair; Wes Martin, Vice Chair; John Campbell, Terri Drexler, Randy Neatherlin and Sandy Tarzwell. **Quorum met.**

Authority Voting Board Members Not Present: Kevin Dorcy, Deb Petersen and Don Pogreba

Authority Non-voting Board Member Not Present: Bobby Joe Murray, Business Representative, IAM and AW, District Lodge 160.

Others Present: Tracy Becht, Clerk of the Board; Danette Brannin, General Manager; LeeAnn McNulty, Administrative Services Manager; Mike Ringgenberg, Operations Manager; Marshall Krier, Maintenance and Facilities Manager; Kathy Geist, Outreach-Transit Planner; Beau Bakken of the North Mason Regional Fire Authority and John Piety of MCTAB.

ACCEPTANCE OF AGENDA

Moved that the agenda for the October 18, 2018 Mason Transit Authority (MTA) regular board meeting be amended and approved to have new business items 3 and 4 be the new items 1 and 2, with the original new business items 1 and 2 to follow. **Neatherlin/Campbell. Motion carried.**

PUBLIC COMMENT – John Piety commended Danette Brannin on her work as General Manager.

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 September 18, 2018.
2. **Moved** that the Mason Transit Authority Board approve the financial reports for the period of September, 2018 as presented.
3. **Moved** that the Mason Transit Authority Board approve the payments of September 14, 2018 through October 10, 2018 financial obligations on checks #31848 through #31957, as presented for a total of \$551,228.14.

LeeAnn McNulty, Administrative Services Manager, mentioned to the Board that there was also a check in the amount of \$96,000 payable to the City of Shelton in connection with the bus pullout project.

Campbell/Neatherlin. Motion carried.

REGULAR AGENDA

UNFINISHED BUSINESS

[None]

NEW BUSINESS

1. **Surplus Vehicle** – Marshall Krier, Maintenance and Facilities Manager, advised the Board that the vehicle had exceeded its normal useful life and is not being used for active service. **Moved** that the Mason Transit Authority Board adopt Resolution No. 2018-14 declaring and approving the surplus and disposal of the vehicle as set forth therein. **Neatherlin/Campbell. Motion carried.**
2. **Intergovernmental Disposition** – Fire Chief Beau Bakken of the North Mason Regional Fire Authority provided the Board with an overview of the evolution of the Mason County opioid stakeholder task force and the communication between many different groups that are all affected by the opioid epidemic. He also spoke of the partnership with Peninsula Community Health Services and grant money awarded by the U.S. Department of Justice’s Comprehensive Opioid Abuse Program and how the vehicle received via the intergovernmental disposition will be used. **Moved** that the Mason Transit Authority Board approve the sale of previously surplused Vehicle 433 as an intergovernmental disposition under the terms and as identified in the attached Bill of Sale. **Neatherlin/Drexler. Motion carried.**
3. **Electronic Board Packets** – Board Clerk, Tracy Becht, summarized the benefits of the transition from paper copies of the Board packets to electronic tablets to be used in 2019. Ms. Becht also described the savings in staff time, resources and less environmental resources being used. **Moved** that the Mason Transit Authority Board begin using electronic versions of its Board packets beginning in 2019 by having electronic devices available at all public meetings. **Drexler/Neatherlin. Motion carried.**
4. **Proposed Revised Non-Represented Compensation Plan** – LeeAnn McNulty, Administrative Services Manager, discussed the changes to the previously approved compensation plan and that it provided for broader flexibility. The wage matrix is a mechanism for use as a wage placement. The Board requested additional documentation to see how the process would work and this item was tabled for the November 20, 2018 Board meeting.
5. **First View of the 2019 Proposed Budget (Operating Only).** Ms. McNulty described to the Board in those areas in which the proposed budget had been updated since the October 12 posting of the Board packet, as well as how the budget was developed. She inquired as to whether or not the Finance Committee would like to meet to discuss the budget. The Board did not feel that it was necessary as the budget was well presented and, with the notes that were provided, gave a good view of the budget.

INFORMATIONAL UPDATES – Ms. Brannin briefly spoke to the Board relating to the park and ride projects.

GENERAL MANAGER’S REPORT – Ms. Brannin provided brief highlights.

COMMENTS BY BOARD MEMBERS – [None].

PUBLIC COMMENT – John Piety requested that a couple of extra tablets be available for public use as well as paper copies.

Moved that the meeting be adjourned.

ADJOURNED 5:35 p.m.

UPCOMING MEETINGS

**Mason Transit Authority
Public Hearing on Proposed 2019 Budget**
Tuesday, October 30, 2018 at 4:30 pm
**Transit-Community Center
601 West Franklin Street
Shelton**

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