



The attached minutes of the Mason Transit Authority regular meeting held on the 15th day of January, 2019, were approved by the Mason Transit Authority Board, by motion, on this 19th day of February, 2019.



Randy Neatherlin, Chair



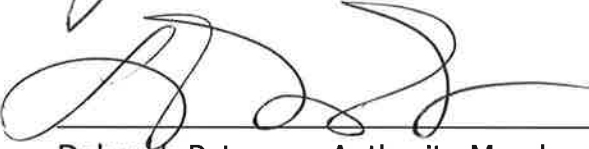
Wes Martin, Vice-Chair



John Campbell, Authority Member



Kevin Dorcy, Authority Member




Deborah Petersen, Authority Member



Don Pogreba, Authority Member



Kevin Shutty, Authority Member



Sandy Tarzwell, Authority Member



Sharon Trask, Authority Member

ATTEST: 

Tracy Becht, Clerk of the Board

DATE: February 19, 2019

**Mason Transit Authority
Minutes of the Regular Board Meeting
January 15, 2019
Transit-Community Center
601 West Franklin Street
Shelton**



OPENING PROTOCOL

CALL TO ORDER: 4:00 p.m.

Authority Voting Board Members Present: Randy Neatherlin, Chair; Wes Martin, Vice Chair; John Campbell, Kevin Dorcy, Deb Petersen, Don Pogreba, Kevin Shuttly (*arrived at 4:04 pm-see below*), Sandy Tarzwell and Sharon Trask. **Quorum met.**

Authority Voting Board Members Not Present: [None]

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; Rob Johnson, Legal Counsel; LeeAnn McNulty, Administrative Services Manager; Mike Ringgenberg, Operations Manager; Marshall Krier, Maintenance and Facilities Manager; John Piety and Ryan Warner.

ACCEPTANCE OF AGENDA

Moved that the agenda for the January 15, 2019 Mason Transit Authority (MTA) regular board meeting be approved. **Campbell/Pogreba. Motion carried.**

PUBLIC COMMENT – None.

RECOGNITION OF NEW BOARD MEMBER TRASK

Danette Brannin, General Manager, introduced new Authority Board member Sharon Trask and welcomed her to the Mason Transit Authority Board.

**RECOGNITION FROM THE UNITED STATES MARINE CORP RESERVE/
TOYS FOR TOTS PROGRAM**

The Clerk of the Board read aloud the Certificate of Appreciation. Danette Brannin, General Manager, also mentioned, as indicated in the Management Reports, that over 1,100 families were served.

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 December 18, 2018.

2. **Moved** that the Mason Transit Authority Board approve the financial reports for the period of December, 2018 as presented.
3. **Moved** that the Mason Transit Authority Board approve the payments of December 14, 2018 through January 10, 2019 financial obligations on checks #32191 through #32277, as presented for a total of \$764,675.41.

Petersen/Campbell. Motion carried.

(Board member Shutty arrived at 4:04 pm.)

REGULAR AGENDA

UNFINISHED BUSINESS

1. **Park & Ride Project Update** – Patrick Holm of SCJ Alliance provided visual renderings as well as explained the layouts of each of the park & ride lots being constructed or improved. Mr. Holm also provided the status and description of each project.
2. **MTA Bylaw Changes** – Ms. Brannin recounted to the Board the update to the MTA Bylaws from those adopted at the November 20, 2018 Board meeting, and that this is the second view of proposed changes to be considered for approval. **Moved** that the Mason County Transportation Area Authority Board approve Resolution No. 2019-01 and the attached Bylaws, as amended. **Shutty/Martin. Motion carried.**

NEW BUSINESS

1. **Lewis-Mason-Thurston Area Agency on Aging Contract** – LeeAnn McNulty, Administrative Services Manager, indicated that this contract relating to our volunteer driver program was up for its annual renewal for a one-year period. Board member Tarzwell indicated that the mileage amount in Section 5(b) of Exhibit C should be corrected from "Fifty-four point two cents (\$.545)" to "Fifty-eight cents (\$.58)" per mile to match the cover page. **Moved** that the Mason Transit Authority Board authorize the Chair to execute the Lewis-Mason-Thurston Area Agency on Aging Contract Number 18-1120-0041-06(2), as corrected, for the provision of volunteer transportation services. **Tarzwell/Shutty. Motion carried.**
2. **Surplus Vehicles** – Marshall Krier, Maintenance and Facilities Manager, informed the Board that the four cutaways have exceeded their useful life and are ready for surplus. MTA recently acquired four new cutaways that will replace the cutaways that are being surplus. **Moved** that the Mason Transit Authority Board adopt Resolution No. 2019-02 declaring and approving the surplus and disposal of vehicles as set forth therein. **Petersen/Pogreba. Motion carried.**
3. **Appointment of Citizen Adviser to the Board** – Ms. Brannin indicated the newly approved bylaw changes now allow the Board to appoint a citizen adviser with the term to be January-December, 2019, unless extended by motion of the MTA Board. She went on further to say that MTA has received one application submitted by John Piety. Chair Neatherlin stated that Mr. Piety has been attending the MTA Board meetings faithfully for several years. **Moved** that the Mason Transit Authority Board appoint citizen John Piety to serve as the non-voting citizen adviser to the Board, with the term being January-December, 2019. **Campbell/Petersen. Motion carried.** Following the carried motion,

Board member Shutty said this was another good way to incorporate citizen input, along with the other methods used by MTA.

INFORMATIONAL UPDATES – Ms. Brannin briefly described to the Board additional information relating to the park and ride projects and the T-CC parking lot.

GENERAL MANAGER'S REPORT – Ms. Brannin thanked the Board members for coming in a little earlier so that the studio headshots could be accomplished by Coopers. She also introduced Ryan Warner, MTA's liaison to WSDOT. Mr. Warner indicated that he is also on the Board for Intercity Transit and attends their meetings every other Wednesday at 5:30 pm.

COMMENTS BY BOARD MEMBERS – Chair Neatherlin said that he enjoys working with Ms. Brannin and that she is a joy and very competent. It is a joy to be one of the rare fare free transit agencies and then to see how it works.

Board member Tarzwell was at the T-CC during the holidays and wanted to congratulate the staff on the successful events and that the staff is easy to work with.

Board member Campbell shared that he thought the informational pamphlet is a good idea and that a version in Spanish would be helpful in reaching out to the Spanish speaking community.

Board member Kevin Dorcy said that he has met with the new City Manager and thinks he will be a real asset to the City of Shelton. He also suggested that it may be helpful to have the park & ride renderings presented at the City for their information as well.

PUBLIC COMMENT – None.

Moved that the meeting be adjourned.

ADJOURNED 4:41 p.m.

UPCOMING MEETINGS

**Mason Transit Authority
Regular Meeting
Tuesday, February 19, 2018 at 4:00 p.m.
Transit-Community Center
601 West Franklin Street
Shelton**