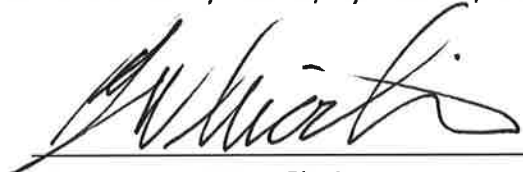




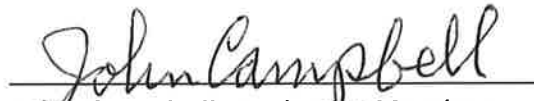
The attached minutes of the Mason Transit Authority regular meeting held on the 21st day of May, 2019, were approved by the Mason Transit Authority Board, by motion, on this 18th day of June, 2019.



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: June 18, 2019

**Mason Transit Authority
Minutes of the Regular Board Meeting
May 21, 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, Kevin Shutty, Sandy Tarzwell and Sharon Trask. **Quorum met.**

Authority Voting Board Members Not Present: Don Pogreba

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

Citizen Advisor to the Board Present: John Piety

Others Present: Tracy Becht, Clerk of the Board; Danette Brannin, General Manager; Rob Johnson, Legal Counsel; LeeAnn McNulty, Administrative Services Manager; and Mike Ringgenberg, Operations Manager.

ACCEPTANCE OF AGENDA

Moved that the agenda for the May 21, 2019 Mason Transit Authority (MTA) regular board meeting be approved. **Campbell/Trask. Motion carried.**

PUBLIC COMMENT – None in attendance.

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 16, 2019.
2. **Moved** that the Mason Transit Authority Board approve the financial reports for April, 2019 as presented.
3. **Moved** that the Mason Transit Authority Board approve the payments of April 11, 2019 through May 15, 2019 financial obligations on checks #32645 through #32774, as presented for a total of \$792,334.08.

LeeAnn McNulty, Administrative Services manager, informed the Board that there were some changes from the initial draft version of the Cash and Investments Report posted on the website

to the version presented today. In particular, the changes were with expenses having been paid with capital dollars out of reserves.

Shutty/Trask. Motion carried.

REGULAR AGENDA

UNFINISHED BUSINESS

[None]

NEW BUSINESS

1. **2019 Certifications and Assurances** – Danette Brannin, General Manager, informed the Board that the forms are required annually by the Federal Transit Administration to receive either capital or operating federal grant assistance. **Moved** that the Mason Transit Authority Board approve and authorize the Board Chair to sign the FTA Fiscal Year 2019 Certifications and Assurances to acknowledge compliance as required. **Campbell/Trask. Motion carried.**
2. **Interlocal Agreement with the City of Shelton** – Ms. Brannin spoke to the Board of recent developments that led to the discovery of contaminants at the Pear Orchard Park and Ride site. More testing is necessary to determine the extent of the contaminants and what the volunteer clean-up requirements will be. At this time, MTA’s legal counsel advises not to move forward with the interlocal agreement. **No motion was made.**
3. **Interlocal Agreement with PRTPO** – Ms. Brannin shared with the Board that the Peninsula Regional Transportation Planning Organization (PRTPO) was established through an interlocal agreement in 1990. The PRTPO recently updated the interlocal agreement to reflect statutory and regulatory changes; state a clearer operating structure; provide voting membership to every public agency that signs the updated interlocal agreement and reflect the change of the lead planning agency as WSDOT will no longer be serving in that role. Moved that the Mason Transit Authority Board approve the Interlocal Agreement between Mason Transit Authority and other public agencies comprising the Peninsula Regional Transportation Planning Organization for the purpose of updating the existing Interlocal Agreement and approve Resolution No. 2019-12 authorizing the General Manager to sign the Interlocal Agreement. **Moved** that the Mason Transit Authority Board approve the Scope of Services Contract between Mason Transit Authority and Landau Associates, Inc. for the purpose of providing environmental services and approve Resolution No. 2019-13 authorizing the General Manager to sign the Scope of Services contract. **Shutty/Petersen. Motion carried.**
4. **Agreement with Landau Associates for T-CC Parking Lot Environmental Services** – Ms. Brannin conveyed to the Board the need for an experienced environmental compliance professional to perform the additional soil testing of the T-CC parking lot and to carry out the necessary testing and seek a no further action opinion from the Department of Ecology so that completion of the construction may be completed while the weather is favorable. **Petersen/Trask. Motion carried.**

INFORMATIONAL PRESENTATION – Ms. McNulty presented information to the Board relating to MTA’s sustainability projections, operating margin and other related financial information.

INFORMATIONAL UPDATES – Ms. McNulty briefly described to the Board the information presented relating to ridership statistics, noting in particular the impact of the snow event earlier this year on those numbers.

GENERAL MANAGER’S REPORT – Ms. Brannin indicated to the Board that the maintenance union contract will be up for review and negotiation this year and asked the Board Chair as to whether or not he wanted to appoint a Board member to be a part of that negotiation team. The Board Chair appointed Vice Chair, Wes Martin, to be the Board member of the negotiation team and Vice Chair Martin accepted. Ms. Brannin indicated to the Board that the other two union contracts would be up for negotiation next year. Ms. Brannin also advised the Board that there would be an informational presentation on ridership at the June Board meeting, followed by an informational presentation on public records requests at the July Board meeting.

COMMENTS BY BOARD MEMBERS – The Board Chair shared that he has noticed a marked drop in being contacted by employees since Ms. Brannin became General Manager. Board member Bobby Joe Murray shared that he will be retiring at the end of May and that he has enjoyed working with MTA staff and Ms. Brannin.

PUBLIC COMMENT – None.

Moved that the meeting be adjourned.

ADJOURNED 4:42 p.m.

UPCOMING MEETINGS

**Public Hearing on Fare Increases
Mason Transit Authority
June 4, 2019 at 5:30 p.m.
Transit-Community Center
601 West Franklin Street
Shelton**

**Mason Transit Authority
Regular Meeting
June 18, 2019 at 4:00 p.m.
Transit-Community Center
601 West Franklin Street
Shelton**

**Public Hearing on Fare Increases
and
Community Conversations
Mason Transit Authority
June 22, 2019 at 10:00 a.m.
Transit-Community Center
601 West Franklin Street
Shelton**

**Public Hearing on Fare Increases
and
Community Conversations
Mason Transit Authority
June 22, 2019 at 1:00 p.m.
North Mason Timberland Regional Library
Meeting Room
23081 NE State Route 3
Belfair**

**Public Hearing on Transit Development Plan
Mason Transit Authority
July 2, 2019 at 5:30 p.m.
Transit-Community Center
601 West Franklin Street
Shelton**

**Public Hearing on Transit Development Plan
Mason Transit Authority
July 10, 2019 at 5:30 p.m.
North Mason Timberland Regional Library
Meeting Room
23081 NE State Route 3
Belfair**