



The attached minutes of the Mason Transit Authority regular meeting held on the 17th day of September, 2019, were approved by the Mason Transit Authority Board, by motion, on this 15th day of October, 2019.



Randy Neatherlin, Chair

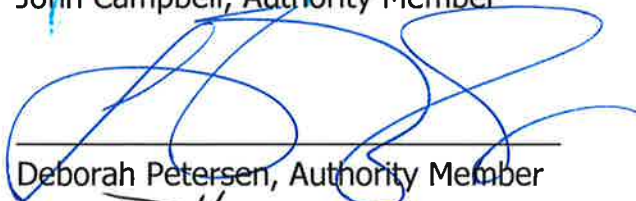


Wes Martin, Vice-Chair



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: October 15, 2019

**Mason Transit Authority
Minutes of the Regular Board Meeting
September 17, 2019
Transit-Community Center
601 West Franklin Street
Shelton**



OPENING PROTOCOL

CALL TO ORDER: 3:58 p.m.

Authority Voting Board Members Present: Randy Neatherlin, Chair; Wes Martin, Vice Chair; John Campbell, Kevin Dorcy, Deb Petersen, Kevin Shutty, Sandy Tarzwell, Don Pogreba and Sharon Trask. **Quorum met.**

Authority Voting Board Members Not Present: [None]

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

Others Present: Tracy Becht, Clerk of the Board; Danette Brannin, General Manager; LeeAnn McNulty, Administrative Services Manager; Mike Ringgenberg, Operations Manager and Marshall Krier, Maintenance and Facilities Manager.

ACCEPTANCE OF AGENDA

Moved that the agenda for the September 17, 2019 Mason Transit Authority (MTA) regular board meeting be approved with one addition requested by the Board Chair to add Informational Item 1A with Michael Siptroth as a presenter. **Shutty/Trask. Motion carried.**

PUBLIC COMMENT – None.

CORRESPONDENCE – Clerk of the Board read aloud the correspondence received from the Union City Festival Planning team and Becky Frankeberger that was included in the Board packet.

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 July 16, 2019.
2. **Moved** that the Mason Transit Authority Board approve the financial reports for July and August, 2019 as presented.

3. **Moved** that the Mason Transit Authority Board approve the payments of July 11, 2019 through September 12, 2019 financial obligations on checks #33007 through #33259, as presented for a total of \$1,355,234.70.

Campbell/Trask. Motion carried.

REGULAR AGENDA

UNFINISHED BUSINESS

1. **Employee Social Media Policy (POL-1003)**. Ms. Brannin, General Manager, indicated to the Board that this revised version of the policy was being brought back following direction to staff to make additional changes to Section 5.5.6. MTA's legal counsel also made changes to that same section. **Moved** that the Mason Transit Authority Board approve Resolution No. 2019-19 and the attached Employee Social Media Policy (POL-1003). **Shutty/Tarzwel. Motion carried.**

NEW BUSINESS

1. **Extension of Agreement between MTA and SCJ Alliance** – Ms. Brannin informed the Board that the contract between MTA and SCJ Alliance had expired on June 30, 2019 and that it was necessary to extend the term of the contract since the park and ride project was not yet complete. She also shared with the Board that the term was extended to June 30, 2023 to line up with the funding structure from WSDOT of the 2021-2023 biennium. **Moved** that the Mason Transit Authority Board approve Resolution No. 2019-20 approving Amendment No. 7 to the agreement between SCJ Alliance and MTA extending the contract to June 30, 2023; and authorize the General Manager to sign the Amendment No. 7. **Trask/Pogreba. Motion carried.**
2. **Agreement for Star Pass Program** – Ms. Brannin stated that MTA will continue the STAR Program and that the term of this new contract is July 1, 2019 through June 30, 2020. **Moved** that the Mason Transit Authority Board approve Resolution No. 2019-21 and the attached Agreement between WSDOT and MTA for the operation of the STAR Pass program (Agreement #PTD0012). **Tarzwel/Petersen. Motion carried.**
3. **Amendment to Resolution No. 2017-36 Regarding Public Records Fees** – Tracy Becht, MTA's Public Records Officer shared with the Board that there have been several instances that the fees for responding public records requests have been a few cents to a dollar or two and the cost for MTA to bill those fees outweigh the benefit that MTA receives since the cost to bill and process the payment is approximately \$5. Ms. Becht requested that the Board approve the General Manager or Public Records Officer to waive fees as stated in Resolution No. 2019-22. **Moved** that the Mason Transit Authority Board approve Resolution No. 2019-22 relating to waiving statutory default fees under certain circumstances. **Shutty/Trask. Motion carried.**
4. **Sales Tax Equalization Funding Allocation** – Ms. Brannin described to the Board the award of \$1,539,691 of the sales tax equalization funds and that it can be used for operating or capital as determined by MTA. She went on further to say that staff will be allocating \$1,343,191 to operation and the remaining \$196,500 will be used to purchase a smaller cutaway for DAR and repairs to coaches. Ms. Brannin was requesting approval of the

purchase of the Ford Transit Starcraft and to issue a purchase order to NW Bus Sales for its purchase as the price will increase on October 1. **Moved** that the Mason Transit Authority Board approve the purchase of a Ford Transit Starcraft, including issuing a purchase order to NW Bus Sales, replace three engines and transmissions, all to be paid by sales tax equalization funds. **Campbell/Martin. Motion carried.**

5. **Consolidated Grant Agreement PTD0044** – Ms. Brannin described to the Board that MTA was awarded FTA 5311 funds and Special Needs Formula Funds for operating services in the 2019-2021 biennium with projected funds subject to appropriation for the 2021-2023 biennium. **Moved** that the Mason Transit Authority Board approve Resolution No. 2019-23 and the attached Agreement between WSDOT and MTA for the Consolidated Grant Program Operating Agreement (Agreement #PTD0044).

INFORMATIONAL PRESENTATIONS

1. Dr. Kevin Frankeberger: Dr. Frankeberger spoke on the funding that is available in connection with the Accessible Community Act which was created to help communities be more welcoming and inclusive for persons with disabilities and to promote and provide equal access to opportunities within the community. In order to participate, a county must have an Accessible Community Advisory Committee (ACAC). Dr. Frankeberger went on to say that only 11 out of 39 counties are currently participating. There will be a first meeting on October 11 at 10:00 a.m. in the ballot counting room in the County Building. The Chair expressed his hope that MTA will be a part of the ACAC.
- 1A. Michael Siptroth: Mr. Siptroth read aloud his handout relating to environmental concerns, including MTA and its efforts to purchase electric buses. He also shared his efforts to be in contact with governmental officials regarding the need to continue to seek more green solutions.

INFORMATIONAL UPDATES – Ms. Brannin commented on the continued success of the new Zipper route.

GENERAL MANAGER'S REPORT – Ms. Brannin spoke of the I-976 impacts to the Multimodal Account and that MTA may see up to a 30% reduction in state funds. She also informed the Board that MTA is sustainable through 2020, but after that, MTA could see impacts caused by the reduction in funding. Ms. Brannin also shared of her recent trip to Washington, D.C. and that they met with Senators Murray and Cantwell, as well as several representatives, including Kilmer and Heck to tell the story of rural transit.

COMMENTS BY BOARD MEMBERS – Board member Tarzwell thanked Dr. Frankeberger on his accessibility presentation. The Chair expressed his appreciation, faith and trust in MTA staff and that he appreciates everything they have done.

PUBLIC COMMENT – Dr. Frankeberger indicated one of the reasons he and his wife settled into Mason County was because of MTA and its transportation options. Mr. Siptroth expressed his desire to see MTA begin to have Sunday service.

Moved that the meeting be adjourned.

ADJOURNED 4:55 p.m.

UPCOMING MEETINGS

**Mason Transit Authority
Regular Meeting
October 15, 2019 at 4:00 p.m.
Port of Allyn
18560 E SR 3
Allyn**