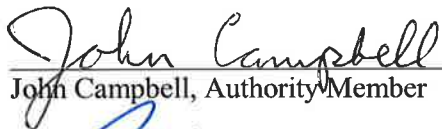




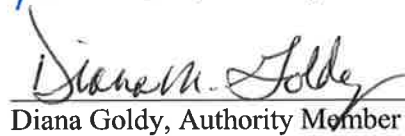
The attached minutes of the joint meeting held on the 8th day of July, 2008 were approved by the Mason County Transportation Authority Board, by motion, on this 12th day of August 2008.


Lynda Ring-Erickson, Board Chair

Scott Berry, Authority Member


John Campbell, Authority Member


Ross Gallagher, Authority Member


Diana Goldy, Authority Member


Mike Byrne, Board Vice Chair


Deborah Peterson, Authority Member

Tim Sheldon, Authority Member


Bev Wendell, Authority Member

ATTEST: 
Kathy Cook, Clerk of the Board



**Mason County Transportation Authority
Mason County Transit Advisory Board
MINUTES of the Joint Meeting
July 8, 2008**

MTA Board Members Present: Mike Byrne, Authority Board Acting Chair; Scott Berry, Authority Member; John Campbell, Authority Member; Ross Gallagher, Authority Member; Diana Goldy, Authority Member; Tim Sheldon, Authority Member and Bev Wendell, Authority Member. Authority Members Deborah Peterson and Lynda Ring-Erickson were absent.

MCTAB Board Members Present: Barry Mihailov, Chair; John Calabrese, Vice Chair; John Piety, Secretary; Fran Arnold; Tim Burford; Glen Fourre; Kevin Frankeberger; and Mary Ogg. Molly Casey, Pam Hillstrom and Bill Rathke were excused. Herb Baze was absent.

Others Present: Dave O'Connell, General Manager; Kathy Cook, Administrative Services Manager and Clerk of the Board; Carolyn LePage, Finance Manager; Mike Oliver, Maintenance Manager; Barbara Singleton, MTA; Hannelore Stuart; Gilles LePage; Carole LePage.

Called to Order: 5:30 p.m.

APPROVE AGENDA:

MOTION to approve the agenda as presented. **Sheldon/Wendell. Motion carried unanimously.**

MTA MINUTES:

Corrections: Add to *Others Present* - Mary Ogg, MCTAB was in attendance at the June 17, 2008 meeting. *MTA New Business 1. CTAA EXPO Report* include Dave O'Connell's national recognition and award presentation as Community Transportation General Manager of the Year.

MOTION to approve June 16, 2008 minutes as corrected. **Campbell/Gallagher. Motion carried unanimously.**

MCTAB MINUTES:

MOTION to approve June 24, 2008 minutes as presented. **Calabrese/Piety. Motion carried unanimously.**

MTA CORRESPONDENCE:

1. Letter from City of Shelton Public Works surrounding the water system connection for Mason Transit was read. Prior to the meeting, Commissioner Ring-Erickson requested discussion be deferred until the August 12 2008 meeting.

Commissioner Sheldon commented on the letter further requesting past Mason County Transportation Authority meeting minutes containing discussion about the watermain be included for review and discussion at the August meeting. City of Shelton representatives will be invited to attend on August 12, 2008.

MCTAB CORRESPONDENCE:

None.

MTA CURRENT BUSINESS:

1. Financial Report 6/01/08 through 6/30/08

MOTION to approve financial reports for the period **6/01/08** through **6/30/08** as presented with revenues of **\$1,616,403.15** and expenses of **\$406,978.61**. **Gallagher/Wendell**.
Motion carried unanimously.

Comparison charts demonstrating 2005-2008 Sales Tax Revenue and 2006-2008 Fuel Cost Comparison were presented.

2. Check Approval 6/01/08 through 6/30/08

MOTION to approve June 2008 financial obligations on checks **#15697** through **#15802** as presented for a total of **\$487,889.57**. The total includes Gross Payroll in the amount of **\$94,770.56** through June 27, 2008. **Campbell/Gallagher**. **Motion carried unanimously.**

MTA UNFINISHED BUSINESS:

1. Facility Update

Fueling/Wet Maintenance Station project - Meeting scheduled on July 18, 2008 with representatives of Mason Transit, Mason County Planning and Building Departments, Inform Inc. and Northwest Pump to discuss permit delay.

Dispatch Relocation Project – Staff anticipates the dispatch relocation will be completed by mid September, 2008.

Johns Prairie Facility Water Pump Replacement – After approximately 26 years of operation, the former pump shut down and was replaced.

Waterline – Discussion scheduled for the August 2008 meeting.

2. Transit Community Center Project

Draft invitation announcing the next Community meeting scheduled to be held on Wednesday, July 30 at 6:00 pm distributed. Representatives from Foster and Williams Architects and their team of consultants will be introduced and provide project timelines associated with the community engagement process, design and planning details.

3. Proposed System Schedule Changes

June 24, 2008 Public Hearing comments on proposed system schedule changes highlighted. Public comments are being accepted until August 11th, with approval of system schedule changes tentatively scheduled at the August 12, 2008 Authority Board meeting.

4. Resolution No. 2008-15 Revising Special Events Service Policy

Highlights of the revised special events service policy were presented. Revisions ensure compliance with Federal Transit Administration Charter Service regulations under 49 CFR Part 604.

MOTION that the Mason County Transportation Authority Board approve Resolution No. 2008-15 revising the Special Events Service Policy.

Sheldon/Gallagher. Motion carried unanimously.

5. Resolution No. 2008-16 Authorizing the Board Chair to sign Local Government Heavy-Duty Diesel Retrofit Grant Agreement #G0800599 with the Department of Ecology

The grant agreement provides for the installation of emission control and idle reduction technologies on heavy-duty diesel vehicles and equipment. Motion

MOTION that the Mason County Transportation Authority Board approve Resolution No. 2008-16 authorizing the Board Chair to sign Local Government Heavy-Duty Diesel Retrofit Grant Agreement #G0800599 with the Department of Ecology. **Berry/Gallagher. Motion carried unanimously.**

6. Phone System Request for Proposal

Preliminary assessment of Mason Transit's phone system, and current technology and equipment is in progress. Additional information is being obtained for review from the current vendor. Staff requests approval to go out for bid for a new phone system and associated equipment if necessary.

MOTION that the Mason County Transportation Authority Board authorize the General manager to proceed with the Request for Proposal (RFP) process for a new phone system and associated equipment if necessary. **Campbell/Gallagher. Motion carried unanimously.**

MCTAB UNFINISHED BUSINESS:

1. Membership Application

Membership application for Hannelore Stuart will come before the Advisory Board members at the August 19, 2008 meeting.

2. Mileage Reimbursement for Advisory Board Members

Discussion deferred until the August 19, 2008 Advisory Board meeting.

MTA NEW BUSINESS:

1. WA State Public Transportation Conference

This years' conference is being held September 7-10, 2008 in Kennewick, Washington. Preliminary conference information distributed. Authority and Advisory Board members were encouraged to confirm their interest in attending with Kathy Cook by or before August 12, 2008. Registration deadline is August 15, 2008.

MCTAB NEW BUSINESS:

1. Memorial Services for Associate Advisory Board Member Ron Gullickson will be held on July 12, 2008 at 1:00 pm at the Elks Lodge in Shelton.

ITEMS TO GO BEFORE MCTAB:

None.

GENERAL MANAGER'S REPORT:

Effective July 1, 2008 Mileage reimbursement increase to .585 cents per gallon will offer some relief to Mason Transit's Volunteer drivers. Dave O'Connell met with Commissioner Ring-Erickson and Bob McCloud, Thurston County Commissioner to discuss improving coordination between Mason and Thurston County service areas.

OPERATIONS REPORT:

The June 2008 Operations Summary report and graphs prepared by Athena Green, Operations Assistant, were distributed. Graphs will be shown in a different format next month.

PUBLIC COMMENT:

None.

OTHER BUSINESS:

Attendees were provided an opportunity to tour the selected area in Building 2 being modified to house Dispatch/Call Center operations staff. Relocation of Dispatch/Call Center operations is targeted for mid September, 2008

The next regular meeting of the Mason County Transportation Authority is scheduled to be held on Tuesday, August 12, 2008 at 4:00 pm at the Transit Facility located at 790 E. John's Prairie Road, Shelton, WA. The next regular meeting of the Advisory Board is scheduled to be held on Tuesday, August 19, 2008 at 5:30 p.m. at the Transit Facility located at 790 E. John's Prairie Road, Shelton, WA.