



The attached minutes of the Mason Transit Authority special meeting held on the 24<sup>th</sup> day of March, 2020, were approved by the Mason Transit Authority Board, by motion, on this 21<sup>st</sup> day of April, 2020.

DocuSigned by:  
*Wes Martin*  
Wes Martin, Chair

DocuSigned by:  
*Sharon Trask*  
Sharon Trask, Vice-Chair

DocuSigned by:  
*John Campbell*  
John Campbell, Authority Member

DocuSigned by:  
*Kevin Dorey*  
Kevin Dorey, Authority Member

DocuSigned by:  
*Matt Jewett*  
Matt Jewett, Authority Member

Randy Neatherlin, Authority Member

DocuSigned by:  
*Deb Petersen*  
Deborah Petersen, Authority Member

DocuSigned by:  
*Kevin Shetty*  
Kevin Shetty, Authority Member

DocuSigned by:  
*Sandy Tarzwell*  
Sandy Tarzwell, Authority Member

ATTEST: *Tracy Becht*  
Tracy Becht, Clerk of the Board

DATE: *April 21, 2020*

**Mason Transit Authority  
Minutes of the Special Board Meeting  
March 24, 2020  
Administration Building  
Johns Prairie Board Conference Room  
790 East Johns Prairie Road  
Shelton**



**OPENING PROTOCOL**

**CALL TO ORDER:** 4:00 p.m.

**Authority Voting Board Members Present:** Wes Martin, Chair; Matt Jewett and Deb Petersen. **Quorum met, including Board members present via WebEx telephone conference.**

**Authority Voting Board Members Present via WebEx telephone conference:** Randy Neatherlin, Kevin Shutty, Kevin Dorcy, and Sandy Tarzwell

**Authority Voting Board Members Not Present:** John Campbell and Sharon Trask, Vice Chair

**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 and LeeAnn McNulty, Administrative Services Manager.

**Others Present via WebEx telephone conference:** Robert Johnson, Legal Counsel.

**ACCEPTANCE OF AGENDA**

**Moved** that the agenda for the March 24, 2020 Mason Transit Authority (MTA) regular board meeting be approved. **Petersen/Jewett. Motion carried.**

**NEW BUSINESS**

- 1. General Manager to Make Emergency Measures in Response to COVID-19 Pandemic** – Danette Brannin, General Manager, informed the Board that it is necessary for her to make a Declaration of Emergency Status. Things are changing rapidly with regard to the impacts of COVID-19, as well as impacts to ridership, transit services and MTA employees. As of March 23, 2020 it became necessary to run on a reduced service schedule as ridership had dropped 70%. **Moved** that the Mason Transit Authority Board approve Resolution No. 2020-08 authorizing the General Manager to take action to ensure the health and safety of employees and the public. **Tarzwell/Petersen. Motion carried.**

2. **Approval to Waive Out-of-County Fare Box Collection During COVID-19 Pandemic**  
– Ms. Brannin indicated to the Board that she would like to see a temporary waiver of the collection of certain out-of-county fare boxes to protect MTA’s drivers, maintenance and finance teams from potential exposure to COVID-19. The loss of revenue is approximately \$5,000 per month. **Moved** that the Mason Transit Authority Board approve a temporary waiver of fare box collection for certain out-of-county fares. **Jewett/Petersen. Motion carried.**

**PUBLIC COMMENT** – [None. No public in attendance.]

**COMMENTS BY THE BOARD** – [None].

**Moved** that the meeting be adjourned.

**ADJOURNED** 4:08 p.m.

**UPCOMING MEETINGS**

**Mason Transit Authority Board  
Regular Meeting  
April 21, 2020 at 4:00 p.m.  
Mason County Fire District #1  
331 N. Finch Creek Road  
Hoodsport**