



The attached minutes of the Mason Transit Authority regular meeting held on the 15<sup>th</sup> day of June, 2021, were approved by the Mason Transit Authority Board, by motion, on this 20<sup>th</sup> day of July, 2021.

DocuSigned by:

*Sharon Trask*

Sharon Trask, Chair

Sandy Tarzwell, Vice Chair

DocuSigned by:

*Cyndy Brehmeyer*

Cyndy Brehmeyer, Authority Member

DocuSigned by:

*John Campbell*

John Campbell, Authority Member

DocuSigned by:

*Kevin Dorcy*

Kevin Dorcy, Authority Member

DocuSigned by:

*Matt Jewett*

Matt Jewett, Authority Member

Wes Martin, Authority Member

Randy Neatherlin, Authority Member

DocuSigned by:

*Kevin Shetty*

Kevin Shetty, Authority Member

ATTEST: *Tracy Becht*

Tracy Becht, Clerk of the Board

DATE: 7/29/2021

**Mason Transit Authority  
Minutes of the Regular Board Meeting  
June 15, 2021  
MTA Transit-Community Center  
Conference Room  
601 West Franklin Street  
Shelton**



*Pursuant to Governor's Proclamation 20-28.15 and 20-25.12, the public meeting was held virtually using WebEx with the public being able to attend in listen-only mode, except during the public comment period, as well as in person.*

**OPENING PROTOCOL**

**CALL TO ORDER:** 4:03 p.m.

**ROLL CALL AND DETERMINATION OF QUORUM**

**Authority Voting Board Members Present:** Sharon Trask, Chair; Cyndy Brehmeyer, John Campbell, Kevin Dorcy, Wes Martin and Randy Neatherlin. **Quorum met, Board members Brehmeyer, Dorcy and Neatherlin attended in person and the remaining named Board members were present via WebEx virtual conference.**

**Authority Voting Board Members Not Present:** Sandy Tarzwell, Matt Jewett and Kevin Shutty.

**Authority Non-voting Board Member Not Present:** Greg Heidal, Business Representative, IAM and AW, District Lodge 160.

**Citizen Advisor to the Board Present in Person:** John Piety

**MTA Staff present:** Mike Ringgenberg, Interim General Manager; LeeAnn McNulty, Administrative Services Manager; Marshall Krier, Maintenance and Facilities Manager; Tracy Becht, Clerk of the Authority Board and Tyler Hildebrandt, Technical Support Analyst.

**Others present via WebEx virtual conference:** Robert Johnson, MTA Legal Counsel; Trina Gwerder, Acting Operations Manager; and Elizabeth Safsten of WSDOT.

**ACCEPTANCE OF AGENDA**

**Moved** that the agenda for the June 15, 2021 Mason Transit Authority (MTA) regular board meeting be approved. **Campbell/Martin. Motion carried.**

**PUBLIC COMMENT** – None.

## **CONSENT AGENDA**

**Moved** to approve Consent Agenda items 1 and 2 as follows:

1. It was **moved** to approve the following minutes:
  - the MTA regular Board meeting of May 18, 2021; and
  - the MTA special Board meeting of June 8, 2021.
2. **Moved** that the Mason Transit Authority Board approve the payments of May 15, 2021 through June 11, 2021 financial obligations on checks#35273 through 35333, as presented for a total of \$485,486.86.

**Neatherlin/Campbell. Motion carried.**

## **REGULAR AGENDA**

### **UNFINISHED BUSINESS:**

1. **Van Grant Award to Gethsemane Ministries:** LeeAnn McNulty, Administrative Services Manager, described the process that led to the scoring of the four applications that were submitted to MTA. Based on scores, Gethsemane was one of two organizations to receive a van from the MTA Van Grant Program. **Moved** that the Mason Transit Authority Board authorize the Interim General Manager to execute the Agreement Relating to the Exchange of Vehicle for Transit Related Services between MTA and Gethsemane Ministries. **Neatherlin/Campbell. Motion carried.**
2. **Van Grant Award to Shelton Youth Connection:** Ms. McNulty shared that the Shelton Youth Connection was the second awarded van grant recipient based on scoring of their application submitted to MTA. **Moved** that the Mason Transit Authority Board authorize the Interim General Manager to execute the Agreement Relating to the Exchange of Vehicle for Transit Related Services between MTA and Shelton Family Center dba Shelton Youth Connection. **Neatherlin/Campbell. Motion carried.** Susan Kirchoff of Shelton Youth Connection shared her gratitude and that she was super stoked that Shelton Youth Connection would be receiving one of the vans so that they could better reach and transport youth in areas not served by MTA.

Commissioner Neatherlin shared that the benefits to the community of receiving these vans through the van grant program exceed what small amount MTA would receive when taking them to auction. He recalled a time when he was at a theatre and a van was filled with seniors that were also going to the theatre. The van was owned by a local non-profit organization in which that van was previously awarded to them from MTA's van grant program.

### **NEW BUSINESS**

1. **Hiring of New MTA General Manager.** Ms. McNulty shared with the Board that negotiations were entered into immediately following the June 8 special meeting and that the MTA HR Committee meeting was held on June 10. Ms. McNulty outlined the HR Committee's recommendations as follows:
  - A relocation stipend in the amount of \$3,000;
  - Ms. Asher will be an at-will employee of MTA;

- Based on her previous experience as a General Manager, her salary will be at the top end of the current MTA General Manager salary range; and
- Adjustment from the new-hire vacation accrual to bring the benefit closer in alignment with the amount she currently receives.

**Moved** that the Mason Transit Authority Board approve the HR Committee's recommendation to hire Amy Asher under the terms as referenced above.

**Campbell/Neatherlin. Motion carried.**

Commissioners Neatherlin and Trask complimented staff for their work throughout the GM recruitment and that Ms. Asher will be a great addition to the MTA team.

2. **Star Pass Agreement (PTD0225).** Ms. McNulty shared with the Board that this has been an annual agreement which is coming before the Board for approval. **Moved** that the Mason Transit Authority Board approve Resolution No. 2021-15 that approves the operation of the Star Pass Program Agreement PTD0225 and authorizes the Interim General Manager to sign that Agreement. **Neatherlin/Campbell. Motion carried.**

### **INFORMATIONAL REPORTS:**

- **Financial Reports:** Ms. McNulty indicated that the past month was status quo relating to finances.
- **Management Reports:** Ms. McNulty indicated that Ms. Asher was appreciative of the advance planning in looking for a successor to Mr. Krier's position and his upcoming retirement.
- **Park and Ride Update:** Marshall Krier, Maintenance and Facilities Manager, provided a status report of all of the park and ride projects.  
**Operational Statistics:** Ms. McNulty discussed the comparison of 2020 versus 2019 operational statistics and that ridership has remained flat since last July. The data provides information as to how operating costs between the service modes has been affected due to the pandemic. She also said that she anticipates that the costs per mile, per hour and per passenger will be slow to return to pre-pandemic levels as the continued pandemic-related impacts become known. There will not be a new driver class in July as initially planned.

**ACTING GENERAL MANAGER'S REPORT:** Ms. McNulty thanked the Board for the help received by staff throughout the recruitment process. She indicated that Ms. Asher's anticipated start date is July 12.

**COMMENTS BY BOARD:** Board Chair Trask thanked the MTA team – great job! Commissioner Neatherlin expressed thanks to everyone during the recruitment process. Board member Campbell expressed appreciation for the great job on WebEx video.

**Moved** that the meeting be adjourned.

**ADJOURNED** 4:39 p.m.

**UPCOMING MEETING**

**BOARD MEETING**

**Mason Transit Authority  
Regular Meeting**

***August 17, 2021 at 4:00PM***

*On-line via WebEx and in person at:  
Transit-Community Center Conference Room  
601 West Franklin Street  
Shelton*