



The attached minutes of the Mason Transit Authority regular meeting held on the 18th day of January, 2022 were approved by the Mason Transit Authority Board, by motion, on this 15th day of February, 2022.

DocuSigned by:

Sandy Tarzwell

Sandy Tarzwell, Chair

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DocuSigned by:

John Campbell

John Campbell, Vice Chair

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DocuSigned by:

Cyndy Brehmeyer

Cyndy Brehmeyer, Authority Member

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DocuSigned by:

Wes Martin

Wes Martin, Authority Member

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DocuSigned by:

Randy Neatherlin

Randy Neatherlin, Authority Member

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DocuSigned by:

Eric Onisko

Eric Onisko, Authority Member

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DocuSigned by:

John Sheridan

John Sheridan, Authority Member

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DocuSigned by:

Kevin Shetty

Kevin Shetty, Authority Member

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DocuSigned by:

Sharon Trask

Sharon Trask, Authority Member

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DocuSigned by:

ATTEST: *Tracy Becht*

Tracy Becht, Clerk of the Board

72107A44B0C316

DATE: 2/23/2022

Mason Transit Authority
Minutes of the Regular Board Meeting
January 18, 2022
Virtually and at
Transit-Community Center Conference Room
601 West Franklin Street
Shelton



OPENING PROTOCOL

CALL TO ORDER: 4:00 p.m.

ROLL CALL AND DETERMINATION OF QUORUM

Authority Voting Board Members Present: Sandy Tarzwell, Chair; Cyndy Brehmeyer, Randy Neatherlin, Kevin Shutty and Sharon Trask; **Quorum met; all Board members attended via WebEx virtual conference.**

Authority Voting Board Members Not Present: [None]

Authority Non-voting Board Member Present: Zachary Collins, new Business Representative, IAM and AW, District Lodge 160.

Citizen Advisor to the Board Present in Person: John Piety

MTA Staff present via WebEx: Amy Asher, General Manager; Marshall Krier, Maintenance and Facilities Manager; Mike Ringgenberg, Operations Manager and LeeAnn McNulty, Administrative Services Manager.

MTA Staff present at T-CC: Tracy Becht, Clerk of the Authority Board and Tyler Hildebrandt, Technical Support Analyst.

Others Present via WebEx: Robert Johnson, Legal Counsel, John Campbell, Wes Martin (*Board members that have not yet been reappointed*) and Eric Onisko of the City of Shelton.

PUBLIC COMMENT – None (no members of the public in attendance in person or virtually).

RECOGNITION –

Zachary Collins, IAM&AW representative

Amy Asher, General Manager, shared that she had met with new representative Mr. Collins and that he has met with Shop Stewards and some drivers.

ACCEPTANCE OF AGENDA

Moved that the agenda for the January 18, 2022 Mason Transit Authority (MTA) regular board meeting be approved. **Shutty/Trask. Motion carried.** Board member Neatherlin called for a point of order relating to Board members John Campbell and Wes Martin and asking why they were not able to cast votes. Legal Counsel, Robert Johnson, indicated that statutes relating to

transit do not specifically state that Board members shall remain as members until their successors are elected and qualified or someone has been appointed to fill the vacancy as stated in other statutes. Additionally, MTA's bylaws only state that terms of Board members shall end in four years without providing for elected and qualified successors.

Voting Members Aye: Board members Trask, Brehmeyer, Shutty, Neatherlin and Board Chair Tarzwell. **Motion carried unanimously.**

6. **CONSENT AGENDA**

Moved to approve Consent Agenda items 1 through 2 as follows:

1. Minutes of the MTA regular Board meeting of December 21, 2021.
2. Payments of December 9, 2021 through January 13, 2022 financial obligations on checks#35894 through 36026, as presented for a total of \$689,409.08.

Shutty/Neatherlin. Voting Members Aye: Board members Neatherlin, Shutty, Trask, Brehmeyer and Board Chair Tarzwell. **Motion carried unanimously.**

7. **UNFINISHED BUSINESS:**

- A. **Request to Rescind Volunteer Driver Policy (POL-1000).** Ms. Asher, General Manager, shared that back in July, 2021 staff shared with, and the Board agreed, that MTA not submit an application for a four-year commitment relating to the Volunteer Driver Program for the reasons presented. The Volunteer Driver Program ended on December 31, 2021. It is now appropriate to rescind the resolution approving the Volunteer Driver Program (POL-1000). **Moved** that the Mason Transit Authority Board approve Resolution No. 2022-01 rescinding Resolution No. 2020-40. **Shutty/Neatherlin. Voting Members Aye:** Board members Neatherlin, Shutty, Brehmeyer, Trask and Board Chair Tarzwell. **Motion carried unanimously.**
- B. **Van Grant Award to Turning Pointe.** Ms. Asher stated that at the November, 2021 Board meeting, the Board had approved the surplus of five vehicles. Upon guidance by the Board, two vans were approved for MTA's van grant program. Ms. Asher indicated that MTA had received three applications for the van grant and, based upon the scoring the two highest scoring applicants, Turning Pointe Advocacy Center and Mason County Search and Rescue were each awarded a van under the van grant program. Board member Neatherlin expressed his cheer that Turning Pointe had been one of the awarded recipients and that Board member Trask also served on the Turning Pointe Board. Given that Board member Trask served on the Turning Pointe Board, she recused herself from the voting and shared that she was happy to hear that Turning Pointe was one of the award recipients. **Moved** that the Mason Transit Authority Board authorize the General Manager to execute the Agreement Relating to the Exchange of Vehicle for Transit Related Services between MTA and Turning Pointe. **Neatherlin/Shutty. Voting Members Aye:** Board

members Board Chair Tarzwell, Neatherlin, Shutty and Brehmeyer. **Motion carried with Board member Trask recusing herself from the vote.**

- C. **Van Grant Award to Mason County Search & Rescue.** Ms. Asher indicted that Mason County Search and Rescue was the second awarded applicant to the van grant program. **Moved** that the Mason Transit Authority Board authorize the General Manager to execute the Agreement Relating to the Exchange of Vehicle for Transit Related Services between MTA and Mason County Search & Rescue.
Neatherlin/Trask. Voting Members Aye: Board members Neatherlin, Brehmeyer, Trask, Board Chair Tarzwell and Board member Shutty. **Motion carried unanimously.**

NEW BUSINESS:

- D. **Construction Change Directive No. 10.** Ms. Asher explained that this Construction Change Directive No. 10 related to installing fencing around the stormwater pond for safety reasons as well as preventing any illegal dumping into the pond. She was presenting this CCD No. 10 to the Board as the amount exceeds her authority to approve. **Moved** that the Mason Transit Authority Board approves Resolution No. 2022-02 that approves Construction Change Directive 010 and authorizes the General Manager to sign that Construction Change Directive.
Shutty/Neatherlin. Voting Members Aye: Board members Neatherlin, Shutty, Brehmeyer, Trask and Board Chair Tarzwell. **Motion carried unanimously.**
- E. **Construction Change Directive No. 11.** Ms. Asher described for the Board the site drainage issues, as well as offered pictures illustrating the water ponding and draining issues. She further explained that even with a channel being dug, it was not enough to keep up with the rain and snow. To correct and manage the water, a trench will be dug across the parking lot to divert the water to the pond. **Moved** that the Mason Transit Authority Board approves Resolution No. 2022-03 that approves Construction Change Directive 011 and authorizes the General Manager to sign that Construction Change Directive. **Neatherlin/Shutty. Voting Members Aye:** Board members Brehmeyer, Neatherlin, Trask, Shutty and Board Chair Tarzwell. **Motion carried unanimously.**
- F. **Partial Disposal of Shoretel Phone System.** LeeAnn McNulty, Administrative Services Manager, shared that MTA has replaced a majority of the previous Shoretel system at Johns Prairie and the T-CC with a new phone system. MTA is still retaining a small amount of the previous system, but the rest are obsolete and ready to be disposed of. **Moved** that the Mason Transit Authority Board approve Resolution No. 2022-04 regarding the disposal of the inactive portions of the Capital Asset ID 53001.
Neatherlin/Shutty. Voting Members Aye: Board members Brehmeyer, Trask, Neatherlin, Shutty and Board Chair Tarzwell. **Motion carried unanimously.**

STAFF REPORTS:

Ms. Asher briefly covered the following items:

- MTA welcomes the five new drivers in the current class that is underway. There will be another new driver class in the spring and recruitment for that class will begin in February.
- Staff is preparing contingency plans relating to staffing and running lean. Operations is also prepared.
- Tomorrow the Shelton-Matlock Park and Ride will be opened.
- Belfair Park & Ride: Recently there was a walk-through to create the punch list.
- Staff handled the snow event well and checked roads in the early hours to check for accessibility of roads. The Maintenance team chained up some of the buses and most of the DAR was for transportation to dialysis and other medical appointments. Ms. Asher further praised the great teamwork of Marshall Krier and Mike Ringgenberg.
- Ms. Asher indicated that she is watching legislature bills. She is currently not seeing anything that she believes will gain traction that will impact transit.

COMMENTS BY BOARD:

- Ms. Asher also praised Mr. Krier for his eight years of service with MTA as he is retiring.
 - Mr. Krier responded that he enjoyed the work and it was a pleasure to serve.
 - Board member Neatherlin stated it was an absolute pleasure to work with Mr. Krier through the many ups and downs over the years and that Mr. Krier was steadfast. What a joy to work with.
 - Board member Shutty echoed Board member Neatherlin and stated that Mr. Krier was a tremendous asset to MTA as well as wished him the best.
 - Board member Trask also thanked Mr. Krier for his great work and that he will be missed. She also stated the tour of the bus barn and seeing the underneath of the lifted bus was very memorable.
 - Board Chair Tarzwell stated that she enjoyed working with Mr. Krier and stated he is knowledgeable, organized and enjoyed every day.
 - Wes Martin congratulated Mr. Krier and that it was great to work with Mr. Krier. He hoped Mr. Krier had plans to have fun, travel and not think about buses.
 - John Campbell expressed his appreciation for Mr. Krier's attention to details; provided the "behind the scenes" view and has seen us through the years.
 - Board Chair Tarzwell thanked Shelton Mayor Eric Onesco for attending the meeting.
 - Board Chair Tarzwell indicated that she was glad to hear that the Shelton-Matlock Park & Ride is opening tomorrow.

Moved that the meeting be adjourned.

ADJOURNED 4:39 p.m.

UPCOMING MEETING

BOARD MEETING

Mason Transit Authority
Regular Meeting
February 15, 2022 at 4:00 PM
On-line via WebEx and in person at:
Transit-Community Center Conference Room
601 West Franklin Street
Shelton