



The attached minutes of the Mason Transit Authority regular meeting held on the 19th day of December, 2023 were approved by the Mason Transit Authority Board, by motion, on this 16th day of January, 2024.

DocuSigned by:

Eric Onisko

Eric Onisko, Chair

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DocuSigned by:

John Sheridan

John Sheridan, 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:

Kevin Shetty

Kevin Shetty, Authority Member

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DocuSigned by:

Sharon Trask

Sharon Trask, Authority Member

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[Vacant], Authority Member

[Vacant], Authority Member

ATTEST

DocuSigned by:

Tracy Becht

Tracy Becht, Clerk of the Board

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DATE:

1/19/2024

**Mason Transit Authority
Minutes of the Regular Board Meeting
December 19, 2023**

Virtually and at

Mason Transit Authority's
Transit-Community Center
Conference Room
601 West Franklin Street
Shelton



OPENING PROTOCOL

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

2. ROLL CALL AND DETERMINATION OF QUORUM

Authority Voting Board Members Present at T-CC: John Campbell, Chair; Eric Onisko, Vice Chair; Cyndy Brehmeyer, Randy Neatherlin, John Sheridan, Kevin Shutty and Sharon Trask. **Quorum met.**

Authority Voting Board Members Present via WebEx: Wes Martin.

Authority Voting Board Members Not Present: Sharon Trask arrived at 4:40 PM (*see notation in minutes*).

Authority Non-voting Board Member Not Present via WebEx: Zachary Collins, Business Representative, IAM and AW, District Lodge 160.

Citizen Advisor to the Board Present at T-CC: John Piety

MTA Staff present at T-CC: Amy Asher, General Manager; Paul Bolte, Facilities and Fleet Maintenance Manager; Jason Rowe, Operations Manager; Haley Dorian, Human Resources Generalist, Tyler Hildebrandt, Technical Support Analyst; and Tracy Becht, Clerk of the Authority Board.

Others Present at T-CC: Rob Johnson, Legal Counsel.

3. PUBLIC COMMENT – [*None present virtually or in person*]

4. APPROVAL OF AGENDA

Moved that the agenda for the December 19, 2023 Mason Transit Authority (MTA) regular board meeting be approved. **Shutty/Onisko. Motion carried.**

5. RECOGNITION OF BOARD CHAIR CAMPBELL

Ms. Asher, MTA General Manager, shared the following in recognition of Mr. Campbell's service on MTA's Board:

"This is a special part of our meeting where we get to personally celebrate and thank our Board Chair, Mr. John Campbell. His first meeting as an MTA Board

member began on March 11, 2008, serving for 16 years, making him the longest serving Board member in MTA's 30-year history.

- Mr. Campbell has worked with every General Manager of MTA.
- At his first meeting, the first resolution he signed was approving the Interlocal Agreement relating to the Summer Youth Adventure Pass Program.
- Mr. Campbell has served as Board Chair four times (in 2009, 2010, 2011, and 2023) and Vice Chair one time in 2016.
- Mr. Campbell was featured in and narrator of the video, "Mason Transit Authority: Making History in Motion" which was created during MTA's 20-year anniversary. It is posted for all time on You Tube if you are interested.
- Some of the ways that MTA has changed while Mr. Campbell has served on the Board:
 - Routing changes.
 - Building Partnerships with local agencies.
 - Building of T-CC and of Belfair P&R where he provided the Ribbon Cutting Address and cut the ribbon during the grand opening.
 - Also during his time on the Board, MTA was recognized as the 2015 Rural Community Transportation System of the year.

'The road may not always be straight, but the ride will always be safe, efficient and enjoyable when one is riding with Mason Transit.' *John Campbell 'Mason Transit Authority: Making History in Motion'*

Thank you, Mr. Campbell, for making history with and being a strong supporter of Mason Transit. We will continue to endeavor to grow Mason Transit Authority with pride and serve the citizens and wider communities served by MTA as you have for the previous 16 years. Thank you for your service!"

Mr. Campbell expressed his thanks to MTA. In the first few months of serving on the MTA Authority Board he was sent to a conference in Rhode Island heard many stories of needs for transit. He also shared that the MTA Board has fun while doing serious work and also keeps the pulse of the community.

6. ELECTION OF OFFICERS

A. Board Chair Campbell called for nominations for the position of **Board Chair** for 2024:

- Mayor Onisko was nominated by Board member Neatherlin to serve as Chair for 2024.
- Mayor Onisko accepted the nomination to serve as Board Chair.
- **Motion:** Mayor Onisko was nominated by Board member Neatherlin to serve as Chair for 2024, Mayor Onisko accepted the nomination. **Sheridan/Neatherlin. Motion carried.**

B. Board Chair Campbell called for nominations for the position of **Board Vice Chair** for 2024:

- John Sheridan nominated himself to serve as Vice Chair for 2024.
- John Sheridan accepted the nomination to serve as Vice Chair.
- **Motion:** John Sheridan nominated himself to serve as Vice Chair for 2024 and he accepted the nomination.
- **Shutty/Onisko. Motion carried.**

7. CONSENT AGENDA

Moved to approve Consent Agenda items A through B as follows:

- A. November 21, 2023 MTA regular Board meeting minutes.
- B. Payments of November 1 through November 30, 2023 financial obligations on checks #38058 through #38136, as presented for a total of \$639,059.29.
- C. Move that the Board extend the term of current Citizen Advisor John Piety through 2024.

Sheridan/Shutty. Motion carried.

8. ACTION ITEMS – UNFINISHED BUSINESS

A. Approval of 2024 Budget. Ms. Asher, General Manager, shared with the Board the updates to the proposed Budget since presented at the November 21 Board meeting. She shared that she had met with the HR and Finance Committees the previous week to receive feedback prior to finalizing the budget. She recited the goals contained within the proposed budget and provided notable items as follows:

- She indicated that while the only fares collected are from the Worker Driver program, MTA is receiving transit support grants that more than makes up the fare revenue received in previous years.
- Ridership in the Worker Driver program has reduced due to the shipyard reconfiguring its workforce shifts/hours, which reduces estimated fares from the program.
- Ms. Asher discussed many of the Budget Notes.
- No labor agreement negotiations will be negotiated in 2024.
- Due to the changes in scope of the work of the Technical Support Analyst, the position will be changed to Systems Administrator.

There were additional discussions regarding salary increases for the General Manager and the process of carrying that out since her review is coming up in April, 2024.

Board member Sheridan questioned whether or not a survey of employee satisfaction relating to employees' salary could be done and if so, anonymously.

Mr. Campbell asked Ms. Asher with the reduction in fare revenue, how is MTA doing for the long haul? Ms. Asher indicated that MTA receives money from several grant fundings that more than make up for the lost fare revenue.

Moved that the Mason Transit Authority Board approve Resolution No. 2023-15 adopting the 2024 Budget, Compensation Plan, and Capital Budget with project operating revenues of \$13,641,397 and projected operating expenses of \$10,890,347. **Onisko/Neatherlin. Motion carried. One nay.**

B. Approval of 2024 MTA Regular Board Meeting Calendar. This matter was previously brought to the Board at its November 21 Board meeting. The Board had requested staff research locations that the April Board meeting could be held in Hoodspport. Ms. Asher described the information received relating to each of the locations. The Board selected

having the April meeting at the Fire Hall as Board member Shuttly thought it would be a good location for the Board to meet. Mayor Onisko asked the Board if it would be possible to either move the meeting date or time as there is not much time between MTA Board meetings and City Council meetings.

After some discussion, it was **moved** that the meeting times in 2024 be changed from commencing at 4:00 PM to 1:00 PM. **Neatherlin/Onisko. Motion carried.**

It was further **moved** that the Mason Transit Authority Board 2024 Regular Meeting Schedule be changed to reflect that the location of the April 16 Board Meeting shall be held at the Fire Hall Meeting Room, 331 North Finch Creek Road in Hoodsport. **Neatherlin/Shuttly. Motion carried.**

It was further **moved** that the Mason Transit Authority Board approve Resolution No. 2023-16 establishing the 2024 schedule of regular meetings with the changes as set forth in the previous two motions. **Neatherlin/Onisko. Motion carried.**

(Board member Trask arrived at 4:40 PM)

C. Surplus Vehicles – Van Grant Program Recipients. Jason Rowe, Operations Manager, shared that Mason Transit Authority received 14 applications from local non-profit organizations relating to the three vehicles relating to the Surplus Vehicle Grant program. He further described the application, interview and scoring process based upon the criteria defined in the Surplus Vehicle Grant Program, as well as how each of the winning applicants shall use its van to fulfill transportation needs. Two Board members indicated they felt that members of the Board should have input on the applications. Board Chair Campbell recused himself from the vote since North Mason School District was selected to receive one of the vans. **Moved** that the Mason Transit Authority Board adopt Resolution 2023-17 authorizing the General Manager to execute the individual agreements between MTA and the non-profit organizations identified therein. **Onisko/Sheridan. Motion carried.**

Board member Neatherlin shared that in the beginning he was against the van grant program but once he saw how one of the van grant recipients used the vehicle and the benefit to members of the community, it changed his mind and he sees the value the program provides to the community.

9. DISCUSSION ITEMS –NEW BUSINESS

A. Remote Meeting Platforms. Ms. Asher indicated that the WebEx contract would be expiring in mid-March, 2024 and she was seeking guidance/feedback from the Board as to whether or not they wish to continue to use WebEx or was there another platform that they preferred. The consensus was that more people are used to using Zoom.

(Board member Martin left meeting at 4:45 PM)

10. STAFF AND INFORMATION REPORTS:

A. Financial Reports. Ms. Asher shared that staff continues to monitor sales tax revenues. She also requested that the Board consider committee assignments for 2024. The customary sheet will follow in early January.

B. Management Reports.

- Ms. Asher shared that MTA had hired Prothman to assist in recruiting the Finance Manager position.
- Mr. Rowe shared that ridership continues to trend up. One drivers class will be wrapping up soon and another will begin in February 2024. He was pleased to be able to present to MTA’s drivers with safe driving award pins, with one of those drivers having completed 29 consecutive years without a preventable accident.
- Paul Bolte, Facilities and Fleet Maintenance Manager, stated that things are going well and that in 2024 MTA will have 18 new vehicles in its fleet, some of which are replacement vehicles. He also discussed that the r99 and propane fuels are getting closer to the price of diesel. He shared that the clean fuel options reduce the air pollution. He also shared that the Washington State Patrol used Building 3 of MTA as a location for the K9 graduation exercises. There were nine new officers and K9 dogs.

11. COMMENTS BY BOARD:

Board member Neatherlin thanked Board Chair Campbell for his service to MTA over the many years.

12. UPCOMING MEETING

**Mason Transit Authority
Regular Meeting
January 16, 2024 at 1:00 PM *[Please note newly approved time.]*
Transit-Community Center Conference Room
601 West Franklin Street
Shelton**

Moved that the meeting be adjourned.

9. ADJOURNED: 5:01PM