

**MINUTES OF THE CONTINUED REGULAR MEETING OF THE
COLUMBIA COUNTY TRANSIT AUTHORITY**

March 31, 2016

CALL TO ORDER AND ROLL CALL:

Commissioner Mike Talbott called the meeting to order at 1:00 p.m. in the Dayton City Hall meeting room located at 111 S. 1st St., Dayton, Washington.

Members Present: Mike Talbott, Craig George, Merle Jackson, Dwight Robanske,
Darcy Linklater

Members Excused:

Staff Present: Stephanie Guettinger

Citizens Present:

COMMENTS FROM INTERESTED CITIZENS:

None

ADDITIONS OR DELETIONS:

DISCLOSURES OF CONFLICT OF INTEREST

None

CONSENT AGENDA:

Commissioner Robanske moved to approve consent agenda items 1 and 2.

- *Item 1 would approve the continued minutes dated December 29, 2015*
- *Item number 2 would approve December 2015 thru February 2016 payables.*

December EFT's and Check #'s 1912-1939 – 1757 totaling \$104,775.59

January EFT's and Check #'s 1940-2002 totaling \$146,646.98

February EFT's and Check #'s 2003-2039 totaling \$98,509.51

Commissioner Jackson seconded the motion. Motion unanimously carried.

OLD BUSINESS:

None

NEW BUSINESS:

1. Consideration to surplus the following vehicles:

2006	Ford Club Wagon VP Van		1FBSS31L76DA20376	VP103	Miles-188,019
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2006	Ford Club Wagon VP Van		1FBSS31L06DA20381	VP108	Miles-145,079
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Discussion was held.

Commissioner Robanske moved to approve the surplus of the above 2 vehicles and send them to Macon Brothers Auction. Mayor George seconded. Motion unanimously carried.

2. Consideration to surplus the following computer:

*HP Compaq Computer Tower-S/N 05148219JK-
CCPT Inventory #1089*

Discussion was held.

Commissioner Jackson moved to authorize the surplus of the above mentioned computer and dispose of it. Commissioner Robanske seconded. Motion unanimously carried.

3. Consideration for approval to sign Intergovernmental Cooperation Agreement between Columbia County and Columbia County Public Transportation for fuel purchases

Discussion was held.

Commissioner Robanske moved to approve signing the Intergovernmental Cooperation Agreement with Columbia County as amended. Commissioner Jackson seconded. Motion unanimously carried.

4. Consideration for approval of Updated Procurement Policy

Discussion was held.

Mayor George moved to approve the updated Procurement Policy. Mayor Linklater seconded. Motion unanimously carried.

5. Consideration for approval of revised Travel Reimbursement Policy

Discussion was held.

Commissioner Jackson moved to approve the revised Travel Reimbursement Policy as amended. Mayor Linklater seconded. Motion unanimously carried.

6. 2016 Certs and Assurances/Labor Letter

Discussion was held.

Commissioner Robanske moved to approve the 2016 Certs and Assurances/Labor Letter. Mayor George seconded. Motion unanimously carried.

CCPT REPORTS AND CORRESPONDENCE

Guettinger gave the Board several updates including attendance at the Washington State Transit Association (WSTA) Committee meetings and issues with vehicle maintenance.

ADJOURNMENT:

There being no further business to come before the Board, the meeting was duly declared adjourned at 1:30pm.

Submitted By:

Stephanie Guettinger
Executive Secretary
Transportation Authority Board

Approved:

Mike Talbott, Chairman
Transportation Authority Board