

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

November 1, 2016

CALL TO ORDER AND ROLL CALL:

Commissioner Talbott called the meeting to order at 1:15 p.m. in the Port of Columbia meeting room located at 1 Port Way, Dayton, Washington.

Members Present: Mike Talbott, Merle Jackson, Dwight Robanske

Members Excused: Craig George, Denerd Harstad

Staff Present: Stephanie Guettinger

Citizens Present: None

COMMENTS FROM INTERESTED CITIZENS:

None

ADDITIONS OR DELETIONS:

DISCLOSURES OF CONFLICT OF INTEREST

None

CONSENT AGENDA:

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

- *Item 1 would approve the minutes dated September 22, 2016*
- *Item number 2 would approve September 2016 payables*
September EFT's and Check #'s 2224-2253 totaling \$109,425.89

Commissioner Robanske seconded the motion. Motion unanimously carried.

OLD BUSINESS:

1. WSTIP Letter/Recommendations

Guettinger reported that WSTIP wants to go ahead and pay the \$10,000.00 up front for the trainings they are recommending rather than reimburse after the trainings have taken place. WSTIP has budgeted this \$10,000.00 in their 2016 budget.

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Commissioner Jackson moved to accept the \$10,000.00 up front for trainings as recommended by WSTIP. Commissioner Robanske seconded. Motion unanimously carried.

NEW BUSINESS:

1. Recommendation for authorization to reimburse passenger for annual pass that they purchased

Guettinger reported that the passenger called back this morning before the meeting and changed her mind and does not want a refund after all.

2. Bus 10 Maintenance Issues

Discussion was held. Scott Kirk, Operations Manager gave a report on some major maintenance issues with Bus 10 and wanted to hear the board's thoughts on replacing the entire engine and transmission. The board stated it was a management decision but did concur with Scott and David's recommendations.

CCPT REPORTS AND CORRESPONDENCE

1. Finance Report given by Steve Mertens.
2. Retirement Report given by Steve Mertens-Mertens reported that he was looking into initiating a deferred compensation program through the Washington State Dept. of Retirement and wanted to let the board know that he would be presenting a resolution at the next meeting unless they had concerns with this. The board members had no objections.

1:45pm Executive Session was held for 20 minutes and then extended for an additional 20 minutes with no action to be taken

[RCW 42.30.110\(1\)\(g\)](#)-Discussion of potential litigation with legal counsel

2:25pm Regular meeting reconvened-No action taken

ADJOURNMENT:

There being no further business to come before the Board, the meeting was duly declared adjourned at 2:25pm.

Submitted By:

Stephanie Guettinger
Executive Secretary
Transportation Authority Board

Approved:

Mike Talbott, Chairman
Transportation Authority Board