

**MINUTES OF THE REGULAR MEETING
COLUMBIA COUNTY TRANSIT AUTHORITY
August 22, 2017**

CALL TO ORDER AND ROLL CALL:

Columbia County Public Transportation Regular Monthly Meeting Minutes August 22, 2017

Chairman George opened the meeting at 3pm. Those present were Board Members Jackson, Talbot, Passmore and Richard Ells.

Staff present: Interim General Manager Dwight Robanske, Operations Manager Scott Kirk, Finance Manager Steve Mertens

Others: Linda Miller, Linda Howell (WSDOT), Tom Hanson (WSDOT).

Absent:

COMMENTS FROM INTERESTED CITIZENS:

Chairman George opened the meeting to public comment: Linda Miller thanked us for our service and expressed interest in our agency providing fare free service on the Saturday of the Columbia County Fair September 9, 2017.

ADDITIONS OR DELETIONS:

None

DISCLOSURES OF CONFLICT OF INTEREST

None

George introduced the new board member Starbuck Mayor Richard Ells

Consent items – Action

Approval of Meeting Minutes dated July 11th, 2017

Talbot moved to approve the consent agenda, Jackson seconded. All in favor.

OLD BUSINESS

1. Free in town bus service ends August 31, 2017 – Dwight showed service numbers for summer, stated in-town numbers were strong with the free fare service. The last day of free fare would be August 31st.
2. Saturday service last day would be August 26th.
3. Bus service during Columbia County Fair – Dwight state we will be doing free fare on September 9th for the Columbia County Fair, though service would be for all in-town service.
4. Tom Hanson WSDOT update – Tom discussed the peer review of CCPT, he stated it would include interviews of most staff. The group will compile a draft report for the board to review on Friday. A finalized version would be presented a few weeks later.

NEW BUSINESS ACTION ITEMS

1. Operations Manager Report – Scott updated the board on bus 11, the state department of enterprises will be seeking a claim against the seller related to the crystalized urea issue.
2. Report on surplus Auction – Scott presented the board with a list showing the results of the items and vehicles recently auctioned including the amount salvaged.
3. Resolution 2017-04 *In the matter of surplus Columbia County Public Transportation property* – Scott passed out a current surplus of more items to be sold. Jackson moved to approve resolution 2017-04, Talbot second, all in favor
4. Finance Manager Report – Steve presented treasurer reports for May, June and July as well as a cash flow report with short term projections. He briefly highlighted more significant transactions during that time.
5. Advertising for a part time driver – Dwight indicated we are currently down a driver with an injury which has impacted scheduling. We are looking to add a part time person.

The next regular scheduled board meeting is October 17, 2017 at 1:00 P.M. in the Port of Columbia Meeting Room. 1 port Way, Dayton, WA 99328

George motioned to close the meeting, all in favor.