

Jefferson Transit Authority Board

Meeting Minutes

Tuesday, December 28, 2010, 1:30 p.m.

Mountain View Commons

1925 Blaine St., Port Townsend, WA

CALL TO ORDER/WELCOME

The Meeting was called to order by Jefferson Transit Authority Board Chair Catharine Robinson at 1:30 p.m. Other members present were George Randels, David Sullivan, Phil Johnson, John Austin and Pam Thompson.

STAFF PRESENT

Peggy Hanson, Sara Crouch, Cori Boyd, Tammi Rubert, Ben Arnold, Patty Perry, Natalie Patten, Burt Langsea

CAC PRESENT

Gordon Neilson, John Reynaud

OTHERS PRESENT

Scarlett Sankey, Rose Gaskill, Robert Komishane, Lennea Magnus, Jim Todd, Steve Oakford, Julie Jaman, Amber Kent, Steve Patch, Jeff Chew, Greg Aten, Margaret Lee, Mike Biggs, Brenda McMillan

PUBLIC COMMENTS

The meeting was opened to public comments at 1:33 p.m.

- Margaret Lee requested the board talk about what is allowed by staff, CAC and the public during the election
- Scarlett Sankey thanked the Design team members regarding Hancock Street
- Rose Gaskill was introduced by Scarlett Sankey as the representative of Hancock Street. She presented General Manager, Peggy Hanson with a letter of thanks
- Steve Oakford commended JTA for having New Years Eve Bus service
- Gordon Neilson wanted it noted that the staff cycled people in to warm buses and provided exceptional service during the recent snow storm
- Robert Komishane thanked everyone involved with the Jefferson County Residents for Transit
- Brenda McMillian asked if it was mandatory for route changes to be approved by the board
- Amber Kent stated that she hopes that routes are not cut during the week

Public comments ended at 1:39 p.m.

PUBLIC HEARING

• Resolution 10-23: Adopt 2011 Operating and Capital Fund Budgets

Hanson presented 2011 Budget and stated that this is the same budget from the Budget workshop. Robinson wanted to clarify that the 2011 budget does not include any sales tax increase. Crouch confirmed that as true. Sullivan clarified that if there is a levy passed, there will be an amended budget in the future.

Public Hearing Comments open at 1:42pm

- Steve Oakford stated he is in support of the budget

Randels stated he does not like the budget and hopes that we will be able to amend it and Austin agrees. Robinson noted that the 2011 budget is down \$300,000 Operating from 2010 and that shows the cuts that have been made.

Motion by Johnson, seconded by Randels to approve Resolution 10-23. The motion passed unanimously.

Public Hearing closed 1:45pm

PUBLIC HEARING

• Resolution 10-24: Jefferson Transit Authority Board Members Public Endorsement and Support of Sales Tax Levy on February 8, 2011 Special Election Ballot

Robinson introduced Resolution 10-24, which she stated was a Resolution before the Board so that the board can hear from the public, negative and positive comments regarding the levy. The board would then vote as whole on whether to publically endorse the measure or not.

Robinson opened the Public Comments at 1:48pm

- Scarlett Sankey said that it is imperative that the voters know how vitally important the public transit system is to Jefferson County. She said that voters need to know that Dial a Ride and Fixed Routing are connected.
- Jim Todd said that he recognizes that public transportation is vital. He strongly encourages board to endorse the measure.
- Robert Kominshee stated that transit is an absolutely necessary service. He stated that the public needs to know that the Board endorses it.
- Margaret Lee read the attached statement from Richard and Deborah Jahnke. They support the sales tax levy.
- Margaret Lee stated that she agrees with the Jahnke's statement and hopes the board will get behind the measure.
- Steve Oakford said he supports the levy. Need to promote for win-win situations. He talked about an old Metro ad that promoted bus vs. personal auto.
- Julie Jaman talked about an article she read regarding crude oil. She then talked about the

county's use of funds. She said no more money should go into the automobile infrastructure. Money should be used in public transit.

Public Hearing Comments Ended at 2:00pm

- Austin commented that Island Transit does not have Sunday service and Jefferson County does. He also liked the idea of the Climate Action Committee to endorse the measure and will bring that up at their next meeting. Johnson said that he is happy to hear about carbon issues.
- Sullivan said that in regards to Steve Oakford's image of the bus and the cars. He stated that those cars need parking and public transportation helps those drivers by taking more cars off the road. Sullivan also stated that if levy does not pass we will have to decrease service in a time that we should be increasing. We might need to turn down grants which could jeopardize getting capital grants in the future.
- Randels stated that it is important for economic development and important to those that need it to have public transportation. It is an important public service to those that visit us. Randels said that he supports this measure enthusiastically.
- Robinson said she supports the levy. She stated that the board voted to put the measure on the ballot and that she has seen the need from the budget for an increase in sales tax.

Motion by Sullivan, seconded by Randels to approve Resolution 10-24. The motion passed unanimously.

Close public hearing at 2:09pm.

Sullivan addressed the question brought up during the public comments section regarding what employees can and can't do regarding the levy. The Public Disclosure Commission has a website that states what is allowed and what is not. You cannot use public resources to endorse the levy.

CONSENT AGENDA

- a. Approval of Minutes, October 26, 2010**
- b. Approval of Minutes, November 16, 2010**
 - Change Peggy's statement regarding Forks service to state "limited to weekday service" and correct a typographical error on page 4.
- c. Approval of Minutes, December 7, 2010**
 - Brenda McMillan did not attend this meeting and needs her name taken off the list of attendees.
- d. Approval of Minutes, December 14, 2010**
- e. Approval of Expenses November 2010**

Operating Checks 88387-88492: \$286,580.41, including payroll of \$145,230.44

EFT (Fare Box) Check: \$23,436.69

Total Expenditures: \$310,017.10

Motion by Randels, seconded by Austin to approve the consent agenda with changes to the minutes as noted. The motion passed unanimously.

NEW BUSINESS

a. Resolution 10-25: Ratify 2010-2013 ATU Labor Agreement

Hanson reported the Bargaining Agreement with Amalgamated Transit Union was completed and voted on December 12th by the union. The December 12th vote was passed with 100% ratification by those attending. Hanson reported a confidentiality agreement was signed by all members of the union team. The ATU negotiating team was professional and ethical. Hanson briefed the Board on the Union summary sheet that was included in the board packet.

Austin asked how many union members were eligible and how many voted. Thompson reported that there were 27 eligible members. 19 members were present and voted unanimously to ratify the contract. Austin then asked about the Field Supervisor position and if this new position would cause stress on the remaining drivers. Hanson talked about the extra board procedures and how extra shifts are picked up by those drivers.

Sullivan stated there were good things in a contract and he really appreciates the union stepping up and recognizing the realities that we are in.

Robinson noted a change for the resolution. Under the Now Therefore, the word *of* needs to be changed to *between* and 2010 needs to change to 2011 on line 3.

Motioned by Randels, seconded by Johnson to approve Resolution 10-25 with changes as amended. The motion passed unanimously.

STAFF REPORT

a. General Manager's Report – Peggy Hanson

- JTA had its first State of Good Repair Meeting in November. It was received well with the employees.
- JTA has completed the Operations SOP. It is a Federal Requirement and will go out on January 2nd. Rachel Katz has already started on the Admin section of the next SOP.
- Hanson thanked the residents of Hancock Street for their understanding and cooperation and she was glad they were able to help each other.
- Dave O'Connell from Mason Transit will be at the January Board Meeting. Patty Perry, JTA Mobility Coordinator will be working in a shared position with Mason Transit through an MOU.

b. Finance Report – Sara Crouch

Sara presented the board members with a brief summary of financials for November: Operational Expenses for November were \$303,864.00 and operational income was \$17,565.42. Sales tax revenues received in November for September were down 2.19% from the same time last year. Cash on hand: \$356,689.97 in the Operating Account and \$130,944.01 in the Treasury Pool.

Randels suggested where you have actual vs. budget in the reports, there should be a percentage of where the numbers should be.

Robinson noted that on the Financial Summary, the sales tax numbers are for money received for previous months and on the financial statement it is listed as an accrual amount.

c. **Operations Report-Tammi Rubert**

- New Years Service will be free. It is being advertised on the website and flyers have gone out to all area businesses.
- Winter Operations Plan has been implemented and is on our website.
- The new Simme Seat is installed at Penny Saver.
- CAC member requested that the pullout at the Brinnon Store be the same as Mason Transit and that information is being sent to the Safety Committee to see about possible implementation.
- Hanson added in that the Winter Operations Plan makes JTA faster in their response to inclement weather.
- Hanson stated that she is very excited about the NYE service and that it is an opportunity to say thank you to our community. JTA is the only agency in the region that will offer this service.

Robinson thanked JTA employees for having the Winter Weather Plan in place before they actually needed it.

Robinson brought up Brenda McMillan's question about route changes. Rubert stated that re-routes and minor changes are done by staff. Hanson stated that system changes are brought before the board. Randels agrees with staff handling changes.

Austin commended the Winter Operations Plan. He was looking in the plan for a winter warming bus. Rubert stated that depending on the emergency level, JTA will have a warming bus at the park and ride. She also said that during our last winter storm a warming bus was placed at the park and ride.

MISCELLANEOUS/CORRESPONDENCE

ADJOURNMENT

The meeting was adjourned 2:54 p.m. The next Regular Meeting will be held at 1:30 p.m., January 18, 2010.

Laura Smalley 3-23-15
Natalie Patten, Clerk of the Board

PP

07/18/11
Date-