

OCTA - Okanogan County Transit Authority

Minutes of Board Meeting
October 13, 2014

Attendees

Cindy Gagne, Mayor, City of Omak	Michael Blake, Interim General Manager, OCTA
Ken Thompson, Council, City of Okanogan	Dwight Filer, Council, City of Twisp
Jennifer Fitzthum, OCTN	Ed Naillon, Council, City of Oroville
Patrick Plumb, Mayor, City of Tonasket	Deanne Konsack, OCTN, Director of Ops
Tom Hanson, WSDOT	Christine Perry, Council, City of Pateros
Ray Campbell – Okanogan County Commissioner	
Tim Rieb, Brewster City Council	

1.) Call to Order

The meeting was called to order by Chair Cindy Gagne at 6:05p.m.

2.) Introductions

3.) Ray Campbell moved to approve the minutes from September 15, 2014, seconded by Jennifer Fitzthum, motion passed unanimously.

4.) Ed Naillon moved to approve the voucher in the amount of \$26,549.89. Seconded by Patrick Plumb, motion passed unanimously.

5.) Old Business

6.) New Business

- A. **Resolution Closing Line of Credit at NCNB.** Motion made by Ed Naillon to approve resolution, seconded by Dwight Filer. It was confirmed debt is paid, motion passed unanimously.
- B. **Resolution Authorizing GM to seek a sponsor city for purposes of joining the AWC Employee Benefit Trust.** Motion made to approve resolution by Dwight Filer, seconded by Ed Naillon. Kelly explained that individuals are not eligible for AWC. Coverage can be obtained by having a member City sponsor.
- C. **Resolution Authorize participation in PERS – Struck from Agenda**
- D. **Resolution Authorizing creation of a capital reserve account in 2015 budget with funding level recommendations and creation of operating reserve account in 2015 budget with funding level recommendations.** Christine Perry moved to approve the resolution, seconded by Ed Naillon. Motion passed unanimously.

- E. **Resolution authorizing CEO/GM to submit funding applications on behalf of the Transit Authority, when time constraints exists. This item was stricken from the Agenda.** Discussion had regarding changing bylaws 5.5 which states that the Chair is the acting CEO until one is appointed. This authorization is needed to help with time constraint and daily work. The CEO will apply for grants but has to have board approval to have contracts signed. It is a similar situation to Mayors of Cities. Rework needs to be done on bylaws due to contradictory wording.
- F. **Resolution changing voucher processing stricken from Agenda.**
- G. **Amend By-laws, or resolution to allow CEO/GM to hire Clerk of the board.** This is discussed in bylaw 5.7 and the board feels it is an administrative function.

7.) The board discussed the buses. They are being modified due to an emergency exit issue. The Spokane Transit Authority will be inspecting them. The timeline for completion was discussed with a low estimate of six weeks. The board still needs to decide on fares.

8.) Patrick felt there needs to be a formal complaint process. The DOT required the board to have one for funding.

9.) Cindy felt the board needs to do some work on a complaint process, personnel policies and Bylaws. Especially bylaw 5.5.

10.) **Adjourn**

The meeting was adjourned at 6:39 pm. So moved by Ken Thompson, seconded by Dwight Filer.

Approved on

ATTEST:

Cindy Gagne, Acting Chair

Kelly Scalf, General Manager

Approved 11/10/14

McCarroll