



Minutes

Cowlitz Transit Authority
Agenda
RiverCities Transit

Cowlitz Transit Authority

*Dennis Weber (Chair), Chet Makinster (Vice Chair),
Lisa Alexander, Jeffrey McAllister, Mike Wallin,
Anthony Harris (Nonvoting), Nancy Malone (Alternate)
Arne Mortensen (Alternate), MaryAlice Wallis (Alternate)*

Wednesday, December 8, 2021

4:00 PM

Zoom/Hybrid Longview
City Hall Council Chambers

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, the Cowlitz Transit Authority will conduct a regular board meeting on Wednesday, November 10, 2021, at 4:00 p.m. at the Council Chamber, City Hall, 1525 Broadway St, Longview. The meeting is also available via Zoom.

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/84622331318>

Telephone options (you may need to try more than one number if you receive a busy signal):

Dial any of the following numbers:

1 253 215 8782

1 346 248 7799

1 408 638 0968

1 699 900 6833

1 301 715 8592

1 312 626 6799

1 646 876 9923

Webinar ID: 846 2233 1318

For information about Zoom accessibility, please contact the Board Clerk at (360) 442-5663. Longview City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Offices at (360) 442-5004 at least 48 hours in advance if you require special accommodations to attend the meeting.

Next meeting

Wednesday, January 12, 2022

4:00 p.m. – Regular Board Meeting

1. CALL TO ORDER

Chair Weber called the meeting to order at 4:06 p.m.

2. ROLL CALL

Present: Chair Weber, Vice-Chair Makinster, Member Alexander, Member McAllister, Member Wallin, Non-Voting Member Harris

Staff Present: Public Works Director Ken Hash, Transit Manager Jim Seeks, Supervisor (Clerk Pro-Tem) Tabitha Hayden

Others Present: Ken Pearrow (Cowlitz Wahkiakum Council of Governments)

3. PUBLIC COMMENTS

None.

4. CONSIDERATION OF MINUTES FOR THE NOVEMBER 10, 2021 MEETING

A motion was made by McAllister, seconded by Alexander, to approve the November 10, 2021, CTA board meeting minutes. The motion carried with all members voting in favor.

21-0001126 November 10, 2021, CTA Board Meeting Minutes - DRAFT

5. CONSENT CALENDAR

A motion was made by McAllister, seconded by Alexander, to approve the Consent Calendar in its entirety. The motion carried unanimously.

21-0001127 Invoice - City of Longview - JAN 2022 \$249,701.67

21-0001128 Invoice - Cowlitz Wahkiakum Council of Governments - JUL/SEPT \$1,942.56

21-0001129 October County Treasure's Report

21-0001130 October CTA Fund Balance Report

6. REPORTS

21-0001131 2021 Annual Fixed Route Ridership

21-0001132 November 2021 Fixed Route Ridership

21-0001133 November Fixed Route Ridership by Hour

21-0001134 November Average Passengers per Trip

21-0001135 November 2021 LIFT Ridership

21-0001136 November CTA Ridership Graph**21-0001137 PTBA Sales Tax Data 2021 VS 2020****7. HIRING UPDATE ~ Presented by James Seek**

The Transit Manager reported that there are three Transit Operators on long-term leave, as well as the Administrative Assistant and Clerk of the Board. Staff expects to start four new operators in training in January. The new hires will fill a position made open by a January retirement and give us the staffing level to start the Lexington Route. Seek also reported that he is reviewing the interview questions for the Operations Supervisor position and is working with the Human Resources Department to schedule the interviews. Currently, there are six possible candidates to interview made up of both internal and external applicants.

8. MANAGER'S REPORT ~ Presented by James Seek

Transit Manager Seek reported that he has been working on procuring four cutaways, three as replacement vehicles for RiverCities LIFT and one for the Lexington Connector. The Transit Manager also participated in union negotiations with the Amalgamated Transit Union, which represents the transit operators. Lastly, Seek informed the board that RiverCities will be operating our reduced service schedule on Friday, December 24, Christmas Eve, and Friday, December 31, New Year's Eve.

9. MISCELLANEOUS

Transit Manager Seek awarded Vice-Chair Makinster a plaque honoring his six years of service on the Cowlitz Transit Authority Board. Makinster said he enjoyed participating on this board. Chair Weber also said thank you to Makinster for his service as Vice-Chair, running meetings in Chair Weber's absence.

Transit Manager Seek then presented McAllister with a plaque honoring his four years of service on the Cowlitz Transit Authority Board. Chair Weber stated it was a pleasure working with him, and he has a heart for the City of Kelso.

Member Alexander also shared her appreciation for McAllister and Makinster and said they would be missed. She also shared that there would be a toy drive at Tam O'Shanter Park.

Member McAllister shared a parting thought. He and Vice-Chair Makinster participated on a fares committee a few years ago. This committee started the free Annual Youth pass. McAllister said he would like the board to reconvene another fares committee to seriously discuss a fare-free transit system for Cowlitz County.

Member Wallin stated that this board works well together, and it has been a good year as they have worked through some challenging times. Wallin also praised the staff by saying that many good things come from our local agency.

10. ADJOURNMENT

With no further business to discuss, Chair Weber adjourned the meeting at 4:22 p.m.


Tabitha Hayden, Pro Tem Clerk of the Board


Dennis Weber, Chairman