

**BEN FRANKLIN TRANSIT
BOARD OF DIRECTORS MEETING MINUTES
Thursday, September 11, 2014/7:00 p.m.
1000 Columbia Park Trail, Richland, WA**

CHAIRMAN OLSON called the meeting to order at 7:00pm

MATT WATKINS: EXCUSED

BOB KOCH: EXCUSED

1. **Convene/Roll Call** – BOB OLSON, STEVE BECKEN, JEROME DELVIN, TERRY CHRISTENSEN, RICHARD BLOOM, STEVE BECKEN, LISA STADE, NORMA NELSON

Staff: Dennis Solensky, Gloria Boyce, Jerry Otto, Jim Thaelke, Terry DeJuan, Kathy McMullen, Tony Kalmbach, Katherine Ostrom, Christy Watts, Rob Orvis, Tom Turner, Barbara Hays, Patrick Roach, Legal Counsel, Michaela Dimas/Scribe

2. **Pledge of Allegiance**

CHAIRMAN OLSON invited BOARD to lead the Pledge of Allegiance.

3. **Citizens Public Comment/Introduction of Visitors**

CHAIRMAN OLSON invited public comment on any item that is not on the agenda or to introduce themselves.

No public comment was given

4. **Approval of Agenda**

CHAIRMAN OLSON called for a motion to approve the Agenda as presented

ACTION: TERRY CHRISTENSEN made and RICHARD BLOOM seconded a motion to approve the Agenda as presented. MOTION CARRIED.

5. **Retirement Recognition**

Retirement Recognition: Resolution 50-2014

Mel Fox, Dial-A-Ride Driver

June 24, 2002 – August 29, 2014

KATHERINE OSTROM read the resolution for the record. Mel Fox received a Certificate of Commendation and a lifetime bus pass. KATHERINE OSTROM thanked Mel Fox for his long years of service to BFT.

ACTION: RICHARD BLOOM made and TERRY CHRISTENSEN seconded a motion to approve Resolution 50-2014. MOTION CARRIED UNANIMOUSLY.

6. **Board Committee Reports**

- A. Planning & Marketing Committee/Bob Koch, Chair – Cancelled
- B. Operations & Maintenance Committee/Rick Miller, Chair

RICK MILLER stated that the Operations and Maintenance Committee met on Wednesday, September 3, 2014. The minutes were provided.

- C. Administration & Finance Committee/Steve Becken, Chair

BOB OLSON, (filling in for STEVE BECKEN) stated that the Committee met on Thursday, September 4, 2014. The minutes were provided.

7. **Consent Agenda**
(Any item is open for discussion at Board or Public Request)

- A. Minutes of August 14, 2014 Regular Board Meeting
- B. Payroll/Voucher Summary

August 2014 Vouchers audited and certified by Ben Franklin Transit’s auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing which was emailed to the Board Members September 5, 2014.

ACTION: As of this date, September 11, 2014, I, _____
Move that the following checks be approved for payment:

Payroll

Check Register Number	Check Number/Number	Date of Issue	in the amount of	
533-14	75941 75980	8/8/2014	370,056.94	Payroll
534-14	Electronic File	8/8/2014	145,859.97	Payroll
535-14	75981 76067	8/22/2014	370,956.95	Payroll
536-14	Electronic File	8/22/2014	148,147.98	Payroll
			Total	\$ 1,035,021.84

Non-Payroll Vouchers

166-14	54333 54396	8/8/2014	698,892.83	Mdse
167-14	54397 54407	8/11/2014	107,017.03	Mdse
168-14	54408 54475	8/14/2014	308,281.13	Mdse
169-14	54476 54476	8/18/2014	357.50	Mdse
170-14	53963 Voided Check	8/20/2014	(51.79)	Mdse
171-14	54477 54540	8/22/2014	234,502.71	Mdse

172-14	Electronic File Excise Tax		8/21/2014	989.45 Mdse
173-14	54541	54553	8/25/2014	144,979.51 Mdse
174-14	Electronic File Excise Tax		8/25/2014	2,208.86 Mdse
175-14	54554	54555	8/27/2014	1,525.99 Mdse
176-14	54556	54608	8/29/2014	663,175.26 Mdse

Total \$2,161,878.48

Check Register Numbers 533-14 to 536-14 and 166-14 to 176-14 in the total amount of:
\$3,196,900.32

The motion was seconded by _____ and approved by a unanimous vote.

C. Resolution 51-2014 -Authorizing the General Manager to enter a contract with Sierra Electric, Inc. for on call electrical services

ACTION: RICHARD BLOOM made and TERRY CHRISTENSEN seconded a motion to approve Resolution 51-2014 as presented. MOTION CARRIED UNANIMOUSLY.

(BFT Board Standing Committees recommended approval of Consent Items to the Full Board of Directors)

CHAIRMAN OLSON read aloud the items on the Consent Agenda. He called for a motion to approve the Consent Agenda as presented.

8. **Action Items**
None to report

9. **Discussion/ Information Items**
A. CAC Meeting Minutes Of August 11, 2014

Roger Bowman, CAC representative, wanted to thank RICHARD BLOOM and JEROME DELVIN for attending the meeting. CAC will be implementing standing rule for unexcused absences. CAC is losing 4 members and they will be holding elections.

10. **Staff Reports & Comments**

A. Legal Report - Pat Roach

Patrick T. Roach, Legal Counsel, stated that he has no report tonight.

B. Boarding Report- Tony Kalmbach

Tony Kalmbach, Planner, stated Total Operation boardings for June was up 2.3% over 2013. For July, Fixed route was up 2.7%, Dial-A-Ride is up 0.8% and Taxi Service (Taxi Feeder, Finely and Night and Sunday Service) was up 39.6% over July 2013. For June Vanpool was down - 10.9% in comparison to June 2013. In addition the regular Boardings Report, staff included the

