

COLUMBIA COUNTY CITIZEN TRANSPORTATION COMMITTEE MEETING MINUTES

**Meeting Date:** March 20, 2018

**Time:** 6:30 P.M.

**Place:** CCR Transit Center  
St. Helens, OR

**Attendees:** Sharon Evinger; Genell Grow; Bill Eagle; Claudia Eagle; Della Fawcett; Blanche Katz;

**Absent:** Charlotte

**Staff:** Henry Heimuller, Commissioner; Janet Wright, Temporary Director; Chad Mace, Transit Coordinator; Danny Hernandez, MTR Operations Mgr.; Robin McIntyer, Assistant County Counsel

**Guests:** Ralph Culpepper; Alta Lynch; Rick Blevens

**Call to Order:**

**Introductions:** None

**CCTAC Approval of January 16, 2018 Minutes**

*Motion to approve January 16, 2018 minutes by Bill Eagle.*

*Second by Genell Grow.*

*Motion passed.*

**Public Comment:**

Ralph Culpepper, P.O. Box 369, Scappoose, OR: Commented on general issues and various concerns related to CCR schedules.

**New Business:**

- **Transit Department Changes:** Commissioner Heimuller provided a summary of the issues facing the transit department and what had been initiated to resolve them. While he could not publicly address personnel issues related to county employees, he had put together a group of County Employees, consisting of finance, IT and others to begin addressing the financial and management issues identified by an Oregon Public Transit Division audit that was conducted. Commissioner Heimuller stated that he was very pleased that he has had a group of people that have stepped up to quickly review systems and start stabilizing the department.

The County has advertised the position of Transit Administrator and Commissioner Heimuller is optimistic that a qualified person will be hired.

- **Bylaws:** Commissioner Heimuller provided a copy of the current CCCTAC Bylaws from 2005 to all of the committee members. As a result of the new HB2017 money that will come to the County for public transportation in 2019 there will be additional rules that the County will have to follow. Robin McIntyer, Assistant County Counsel stated that she is reviewing the bylaws and will be incorporating the new requirements as a result of the HB2017 funding. She stated that

the bylaws will be updated and presented to the Committee. Commissioner Heimuller stated that the new regulations will require us to add members to the committee and develop a plan to improve transit services. Applications for the new funding will be due in November, 2018 with funds received in April of 2019.

- **Meeting Time Change Proposal:** Committee Chair, Sharon presented a proposal to change the meeting time from evenings to mid-day. There was much discussion as to pros and cons.

**Action:** Blanche moved that Committee meetings be alternated, one month held during the mid-day and another month in the evening. Bill seconded. Della, Blanche, Bill, Claudia voted yes, Genell voted no. The motion passed.

**Action:** Blanche offered an amendment to limit the alternated meetings to 6 months from the May meeting. The May meeting would be the first meeting held during the day. Bill seconded the motion and it passed unanimously.

**Action:** Genell moved that the day time meetings run from 11:00 a.m. to 1:00 p.m., Bill seconded, approved unanimous.

#### **Old Business:**

- **Retreat Follow-up (Minutes Approval & Request for Public Input):** Sharon discussed the CCCTAC retreat that was held on January 20, 2018, presented the minutes and requested the committee approve them. Discussion ensued with Commissioner Heimuller stating that certain public meeting requirements had not been followed and apologizing that the Committee had not understood that a quorum of committee members meant that the retreat should have been held as a public meeting.

Genell stated that the retreat was very helpful with a very good presentation. All of the committee members stated that they were unaware that the public meeting laws were not followed and that they will work closer with county staff to assure that all requirements are met.

**Action:** A motion to approve the minutes of the January 20<sup>th</sup> retreat. ???/??? Unanimous.

- **Ridership Reports:** Chad reviewed the Ridership numbers with the committee. Commissioner Heimuller asked for the previous year ridership be provided and overlaid on current ridership to show trends.
- **MTR Report:** Danny discussed the electronic signs on each of the buses. They are looking into getting parts to fix them or getting costs to replace them.
- **Grant/Projects Update:**

- a. Grant Applications: Commissioner Heimuller presented the list of grants approved from ODOT PT in the most current grant round. CCR was successful in getting 2 Category E vehicles from the 5339 grant program and 2 additional Category E vehicles from the STP funds. We weren't successful in getting the 5310 Discretionary program funding which provides purchase services for senior transportation and maintenance for our dial-a-ride buses. We also were not successful with the 5339 Discretionary Vehicle Expansion grant program.
- b. Rainier Transit Center: Commissioner Heimuller gave an update on the Connect V grant project for construction of a transit center in Rainier. The county has completed the RFP process and a contract is being finalized with JH Kelly for construction. The project has been scaled back due to the increase in project costs since the grant was awarded. The project has been approved by the City of Rainier and construction will commence when the contract is signed on April 4, 2018.

- Adjourn Meeting adjourned at 8:40 p.m.