



**PUBLIC NOTICE**  
REGULAR BOARD MEETING

LEWIS PUBLIC TRANSPORTATION BENEFIT AREA  
(LPTBA dba TWIN TRANSIT)

To be held at the TWIN TRANSIT Administration Building located at:  
212 E LOCUST ST. CENTRALIA, WA 98531

**MEETING AGENDA**

Members Present: Bill Schulte, Lewis County Commissioner  
John Elmore, Centralia City Council  
Chad Taylor, Chehalis City Council

Staff Present: Rob LaFontaine, General Manager  
Nancy Milewski, Customer Service Representative  
Steve Wark, Maintenance Manager  
Gary Kidd, Bus Operator  
Julie Miller, Bus Operator  
Debbie Lytle, Bus Operator  
Maggie McCarthy, Operations Assistant  
Donna Gauger, Operations Assistant  
Jonathan Reynolds, Maintenance Technician

Public Present: Stacie Prestegord  
Glenda Weller  
Thomas Simpson  
Linda Stockham  
Karla Belew  
James Lang  
Jan Rowley  
Matthew Munson  
Ardeth Ellis  
David Underwood  
Jean Fairgrieve  
Darren McGowan  
Malia Gislason  
Linda Burris

Call to Order – July 17, 2014 at 8:15 AM

**A. Discussion Only Items**

Call to the Public – *Public discussion on any item not listed on the agenda.*

- Matthew Morrison spoke to endorse raising the bus fare. He feels that the people who ride the bus should help to balance Twin Transit's budget.

- Jan Rowley asked Chairman Bill Schulte if he has ever ridden the bus. Chairman Schulte responded that he had not ridden Twin Transit.

Manager's Report:

Operations Department - Rob LaFontaine, Acting Operations Manager

- Monthly Ridership report  
There has been a 30% increase in Paratransit ridership and a 2.5% increase in fixed route ridership from June 2013.

Maintenance Department - Steve Wark, Maintenance Manager

- Destination signs  
Steve spoke to say that all of the destination signs on the buses are now in working order. He went on to say that Twin Transit has an aging fleet of buses and that maintenance costs will likely rise this year. At present he is working on adding route signs for the bus stops and replacing the garbage cans at the stops with new cans, which he said will be a big improvement.

Administration Department - Rob LaFontaine, General Manager

- Rob reported that a grant fund opportunity became available and he has submitted a grant application to WSDOT for \$321,648. The grant is made up of Federal Transit funds designated for capital projects. If awarded the grant would pay \$290,658 toward the cost of two replacement buses and \$30,990 toward the cost of dispatching software for the Twin Transit paratransit program.
- Rob reminded Board members that Twin Transit has a six year development plan due to WSDOT by September 1, 2014.
- Rob reported that Twin Transit has purchased and installed a new telephone system. He said that the phone system will provide modern features such as direct lines and voicemail.

Board Member Reports

- Bill Schulte thanked all of the public who have called and sent emails and letters giving their opinions and ideas of how to streamline the bus routes to balance Twin Transit's budget. He went on to let those present know how much the Board members appreciate public participation.

**B. Action Items**

1. Discussion and possible action to approve the minutes from the regular Board meeting held June 19, 2014 as well as the Special Board meeting held July 1, 2014.
  - Board Member Taylor moved to approve the minutes from the Board meeting held June 19, 2014 as well as the Special Board meeting held July 1, 2014 as presented. Board Member Elmore seconded the motion. With no further discussion the motion passed (3-0).
2. Discussion and possible action to approve financial warrants 21469 - 21558 issued for operating and capital expenses in the amount of \$197,992.77.
  - Board Member Taylor moved to approve the financial warrants 21469 – 21558 issued for operating and capital expenses in the amount of \$197,992.77

as presented. Board Member Elmore seconded the motion. With no further discussion the motion passed (3-0).

3. **PUBLIC HEARING:** Discussion and possible action to authorize the General Manager to implement reductions in local bus service.
- Rob gave a brief overview of the need to balance the budget and provided the Board with a list of options to reduce bus service.
  - David Underwood asked Rob to explain the difference between Service Reduction Option number 7 and the amended version of number 7. Rob responded by saying that the amended version of option #7 does not cut Route 41. Mr. Underwood said that he had provided Rob with three more recommended options for consideration [option number 8 which would cut all weekend service except Route 30; option number 9 which would cut Route 41 and cut Sunday service except Route 30 9 AM – 1 PM; and option number 9A which would cut Route 41 and cut all weekend service except Route 30 on Saturday 8 AM to 6 PM and Route 30 on Sunday 9 AM – 1 PM]. Rob responded that he received Mr. Underwood’s request and that estimates for his options were provided to Board members in their packets.
  - Glenda Weller spoke about Route 22. In her opinion it would reduce time at the Goodwill shelter if the bus stop was placed at the corner of Harrison instead of having the bus negotiate the parking lot. Jan Rowley agreed that the bus should stay on the main road and not go into the parking lot. Rob answered by explaining that the City of Centralia will not permit Twin Transit to stop in the travel lane on Harrison Ave. and that stopping in the travel lane would expose the driver to passing cars when stepping out of the driver’s side door to assist passengers using wheelchairs and walkers.
  - Ardeth Ellis asked if the Regional Mobility grant will fund Route 41 indefinitely. Rob answered that if awarded, the grant would fund 80% of the cost of Route 41 for up to four years.
  - Jean Fairgrieve spoke and said that cutting Saturday and Sunday bus service means that when a holiday falls on a Friday or a Monday people will not have bus service for three days in a row.
  - Linda Stockham asked why staff was recommending a second bus on Route 22. Rob explained that the second bus on the half hour is for efficiency - allowing people to make better connections at Amtrak that reduce total travel time.
  - Jan Rowley made the comment that Saturday service is important for people who work Monday thru Friday because it allows them to do their shopping on Saturday.
  - Linda Burris stated that Route 41 is not just used by commuters. She said that people of all ages ride the bus to get to Olympia. Route 41 still contributes revenue to Twin Transit and will be more important as ridership grows. Why did Twin Transit implement Route 41 in the first place? Rob answered that common sense made him establish Route 41 because there is an undeniable commuter market in our area.
  - Carla Belew added that Route 41 is very important to her commuter needs. She asked if Twin Transit has sincerely been trying to fund it? Bill Schulte explained that yes they have worked to keep Route 41. However, when budget

cuts have to be made any route outside of the service area is the first to be cut. Rob added that he will continue to pursue communicating with the Commute Trip Reduction office in Olympia. Linda Burris stated that she has a web page that promotes Route 41 and she would like Twin Transit to send passes to the CTR office so that riders could try the service once at no cost to them.

- Ardeth Ellis said that she has read every letter from the public that Rob has posted on Twin Transit's website. She understands that the Paratransit ridership has increased dramatically and she agrees that the office could greatly benefit from the purchase of Paratransit software. She also thinks that if Twin Transit Paratransit riders had a free pass to ride the fixed route to their appointment and experienced how convenient it is they might be willing to use it. Ardeth also proposes to other riders that they form a rider organization. They would concentrate on writing to legislators etc. and work together on one transit issue at a time.
- Linda Burris feels that Twin Transit should hire an intern to write grant applications. There are many different types of grants available. Rob answered that grants fall into two categories – Operating and Capital. Most of the available grants are for Capital.
- Jean Fairgrieve asked if Twin Transit has the Paratransit software yet. Bill Schulte answered that we are pursuing a grant to purchase it and Twin Transit will absorb the cost of running and maintaining the program.
- Glenda Weller stated that she really needs Route 22 on Saturday and she gets off work at 10:00 A.M. Rob assured her that there are no changes to Route 22 on Saturday.
- Board member Roewe stated that the Twin Transit drivers recognize that the changes that are coming to balance the budget will be an adjustment for everyone. She recommends that Rob consider extending routes 12, 21, and 22 on Saturday and adding 22B during the week days only.
- Rob stated that he can't predict what may or may not happen but that he does assume that adding a second Route 22 bus will decrease Paratransit demand.

Chairman Schulte closed the Public Hearing at 9:45 A.M.

- Chairman Schulte said that he was not ready to vote on any route reductions until he speaks to his fellow Commissioners at the County. Board member Taylor said he was torn between two options. Board member Elmore said he is leaning towards Option number four. Board member Elmore made a motion to adopt service reduction option number 4. The motion was seconded by Board member Taylor. Chairman Schulte recessed the meeting for one week to allow Board members to discuss the motion with their respective elected bodies.

With no further business the meeting was recessed at 9:50 A.M.

Next Meeting: July 24, 2014

APPROVAL

LEWIS PUBLIC TRANSPORTATION  
BENEFIT AREA AUTHORITY

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Bill Schulte, Chairman

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John Elmore, Vice Chair

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Chad Taylor, Secretary

Prepared By:

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Rob LaFontaine, General Manager