



**PUBLIC NOTICE**  
REGULAR BOARD MEETING  
of the  
LEWIS PUBLIC TRANSPORTATION BENEFIT AREA  
(LPTBA dba TWIN TRANSIT)

To be held virtually via Microsoft Teams audio conferencing. Please use credentials below to access the meeting: 1-509-824-1900, enter conference ID: 302 123 152#

## **MEETING AGENDA— April 27, 2021 @ 8:00 AM**

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Call to Order 8:00 am

### **A. Discussion Only Items**

- Call to the Public – *Public discussion on any item not listed on the agenda.*
- Board Member Reports
- Staff Reports – Discussion
  - a. Administration
    - i. HR Update
      - 1. Hiring of new personnel
  - b. Operations Update
    - i. Stops and Shelters
    - ii. Route Planning
  - c. Construction Update
    - i. Mellen St
    - ii. Locust St.
    - iii. Bishop Bldg B
    - iv. Exit 63
  - d. Alternative Fuels / Green Tech
    - i. LC EIC
    - ii. Hydrogen Fueling Station
  - e. Communications
    - i. Radio / Print for New Route Info
    - ii. Materials / Advertising / Communications for new routes

- f. Fleet
  - i. Hydrogen Bus visit
  - ii. California Site Visit
- g. Financial Update
  - i. Updated Revenue / Cash Flow Presentation

**B. Consent agenda**

- a. Request to approve financial warrants #29053-29157 including Capital and Operating expenditures for March 1-31 of 2021.
  - i. Capital Warrants           \$ 441,149.67
  - ii. Operating Warrants       \$ 153,994.75
  - iii. ACH Disbursements       \$ 45,154.91
  - iv. Payroll ACH               \$ 112,355.20
  - Total                               \$ 752,654.53

**C. Action Items**

- 1. Approval of Board Minutes Action
  - a. Adoption of minutes from March 30, 2021 Board Meeting.
- 2. Approval of Resolution 2021-03
  - a. Twin Transit new Spring 2021 routes.
- 3. Approval of Resolution 2021-04
  - a. Designation of Applicant’s Agent obtain FEMA federal emergency or disaster assistance funds. These representatives are authorized on behalf of the to execute all contracts, certify completion of projects, request payments, and prepare all required documentation for funding requirements.
- 4. Approval of MDK Construction Inc. contract of \$94,245.72 for the purpose of completing Phase 4 of the Transit Facility Renovation, Remodel and Addition at 212 E. Locust St, Centralia.

**D. New Business**

- 1. Request first reading of Bylaws.
  - a. Establishes the composition and operational structure of the Board of Directors and provides guiding parameters for Board Meetings.
  - b. Removed direct references to the Open Public Meetings Act to avoid incomplete or outdated language.

**Adjournment**