



Special Board Meeting Minutes
January 12, 2021
of the
LEWIS PUBLIC TRANSPORTATION BENEFIT AREA
(LPTBA dba TWIN TRANSIT)

Held via audio conference application (Microsoft Teams) due to COVID-19 pandemic. The board agreed that an audio conference was best to protect the health of those in attendance.

Chair Chad Taylor called the meeting to order at 8:01 a.m.

Directors Present: Chad Taylor, City of Chehalis
Rebecca Staebler, City of Centralia
Gary Stamper, Lewis County

Staff Present: Joseph Clark, Executive Director
Melissa Shoemaker, Director of Operations
Andrea Culletto, Director of Communications
Rebecca Towner, Director of Finance

C. Action Items

1. Approval of MDK Construction Inc. change order to immediately proceed with phases 2 & 3 of the 212 E Locust Street renovation and remodel project. These additional deliverables increase the Phase 1 contract cost by \$136,164.67. The overall project cost is now \$282,600.88, which reflects a decrease of \$18,000 from original project total.

Secretary Stamper moved, Vice Chair Staebler seconded to approve Action Item 1 with the amended language above. Motion passed 3-0.

2. Approval of MDK Construction Inc. change order to increase contract price for the Market Street bus pullout by \$2,000.

Secretary Stamper moved, Vice Chair Staebler seconded. Motion passed 3-0.

3. Approval of KMB Architects fee amendment proposal for design services during construction administration of the 212 E Locust Street remodel billed hourly and not-to-exceed \$24,278.

Secretary Stamper moved, Vice Chair Staebler seconded. Motion passed 3-0.

4. Approval of Memorandum of Understanding Between Twin Transit and Lewis County Economic Development Council.
 - a. Twin Transit and the Lewis County Renewable Energy Council will apply for and seek to obtain funds from the Washington State Department of Transportation for a planning grant to hire experts to assist in strategic planning for Lewis County's renewable energy

planning process. Lewis County EDC will use the funds obtained by Twin Transit to hire a team of experts to facilitate the strategic planning process.

Vice Chair Staebler moved, Secretary Stamper seconded. Motion passed 3-0.

Adjournment

The Board recessed the meeting at 8:28 a.m. No action to follow.

APPROVAL

LEWIS PUBLIC TRANSPORTATION
BENEFIT AREA AUTHORITY

Chad Taylor, Chairperson

Rebecca Staebler, Vice Chairperson

Gary Stamper, Secretary

Respectfully prepared by:

Rebecca Towner
Clerk of the Board