



Salem Area Mass Transit District
Board of Directors Meeting
January 26, 2023

Index of Board Actions

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|--|--------------------|
| Move that no additional action is warranted regarding matter pursuant to ORS 192.660(2)(b) to consider the dismissal or disciplining or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing | 2 |
| Move to adopt Ordinance No. 2023-01 to repeal and replace Ordinance No. 2019-01 to establish SAMTD Fare Categories and Rates; and Establishing an Effective Date | 3 |
| Move to approve the Consent Calendar..... | 3 |
| 1. <u>Approve Minutes</u> | |
| a. December 15, 2022 Board of Directors Meeting | |
| b. December 15, 2022 Board of Directors Work Session | |
| c. December 29, 2022 Special Meeting | |
| 2. <u>Routine Business</u> | |
| a. Adopt Resolution No. 2023-01 | |
| b. Adopt Resolution No. 2023-02 | |
| Move to Elect Director Sara Duncan as Board Secretary | 4 |
| Move to adopt the 2023 federal and state legislative agenda with the addition to the state agenda of HB 2662 at priority level 3 | 4 |
| Move to authorize the General Manager to execute a three-year contract with four one-year renewal options with Brown & Brown Northwest to provide business insurance brokerage services for a total cost not-to-exceed \$213,240 | 4 |

Salem Area Mass Transit District
Board of Directors Meeting Minutes

Senator Hearing Room: 555 Court St. NE, Salem, Oregon 97301

January 26, 2023

Full Video of Board Meeting can be accessed at: https://www.youtube.com/playlist?list=PLSUQ1gg6M78XRjv71liYD_YiUu7ABEx92

Attendees:

Board: President Ian Davidson, Directors Ramiro Navarro Jr., Sadie Carney, Sara Duncan (Virtual), and Bill Holmstrom. Absent: Director Maria Hinojos Pressey

Staff: General Manager, Allan Pollock; Deputy General Manager, David Trimble; CHRO, Christina Conner; CFO, Denise LaRue; CCO, Patricia Feeny; COO, Tom Dietz; Service Planning Manager, Chris French; Contract/Procurement Manager, Dan Knauss; Risk Administrator, Deb Grant; Systems Administrator, Ross Aguilar; Transit Planner II, Ted Stonecliffe; Executive Assistant, Kirra Pressey

Guest: Legal Counsel, Sara Sayles (Virtual); Dale Penn, Kirby Garrett (Virtual), and Waylon Buchan (Virtual)

I. CALL TO ORDER

- A. President Ian Davidson called the meeting to order at 6:30 P.M. Attendance was noted and a quorum was present.
- B. For the Safety Moment, GM Pollock called attention to January being National Blood Donor Month, noting the need for blood donors is ever-present.

II. ANNOUNCEMENTS AND CHANGES TO THE AGENDA

- A. President Davidson announced that prior to the work session, the Board met in an executive session to consider two matters.
 - 1. The first matter pursuant to ORS 192.660(2)(h) to consult with legal counsel concerning the legal rights and duties of the district with regard to current litigation or litigation likely to be filed, in which the Board received a briefing from legal counsel.
 - 2. The second matter pursuant to ORS 192.660(2)(b) to consider the dismissal or disciplining or to hear complaints or charges brought against, a public officer, employee, staff member or individual agent who does not request an open hearing, in which the Board was briefed on the results of an Oregon Government Ethics Commissions complaint filed against General Manager Pollock.

Motion: **No additional action is warranted.**
Motion By: **Director Ramiro Navarro Jr.**
Second: **Director Sadie Carney**
Vote: **Motion Passed Unanimously**

III. SECOND READING OF ORDINANCE No. 2023-01 / CLOSE PUBLIC HEARING

Presenter: Transit Planner II, Ted Stonecliffe

Staff Report: Pg. 5-28

Public comment from Frank Watters regarding Ordinance No. 2023-01 has been considered and recorded.

Motion: **Adopt Ordinance No. 2023-01 to repeal and replace Ordinance No. 2019-01 to establish SAMTD Fare Categories and Rates; and Establishing an Effective Date**
Motion By: **Director Sadie Carney**
Second: **Director Ramiro Navarro Jr.**
Vote: **Motion Passed Unanimously**

IV. PUBLIC COMMENTS

The Board received one written comment from Betzi Spain for their review and consideration. Comment is located in the Board Packet, Item E.

V. CONSENT CALENDAR

Presenter: President Davidson

Staff Report: Pg. 31-126

3. Approve Minutes
 - a. December 15, 2022 Board of Directors Meeting
 - b. December 15, 2022 Board of Directors Work Session
 - c. December 29, 2022 Special Meeting
4. Adopt Resolution No. 2023-01
5. Adopt Resolution No. 2023-02

Motion: **Approve the Consent Calendar**
Motion By: **Director Sadie Carney**
Second: **Director Sara Duncan**
Vote: **Motion Passed Unanimously**

VI. ITEMS DEFERRED FROM THE CONSENT CALENDAR - None

VII. ACTION ITEMS

- A. Shall the Board elect a member to fill the vacant Board Secretary Officer position?

Presenter: President Davidson

Staff Report: Pg. 127-129

President Davidson called upon the board for nominations, at which time Director Ramiro Navarro Jr. nominated Director Sara Duncan as Board Secretary. No further nominations were noted.

Motion: **Elect Director Sara Duncan as Board Secretary**
Motion By: **Director Ramiro Navarro Jr.**
Second: **Director Sadie Carney**
Vote: **President Ian Davidson, Directors Ramiro Navarro Jr., Sadie Carney, and Director Bill Holmstrom**
Abstained: Director Sara Duncan

- B. Shall the Board adopt the proposed 2023 federal and state legislative agenda?

Presenter(s): Dale Penn, Kirby Garrett (Virtual), and Waylon Buchan (Virtual)

Staff Report: Pg. 130-133

Motion: **Adopt the 2023 federal and state legislative agenda with the addition to the state agenda of HB 2662 at priority level 3.**
Motion By: **President Ian Davidson**
Second: **Director Ramiro Navarro Jr.**
Vote: **Motion Passed Unanimously**

- C. Shall the Board authorize the General Manager to execute a three-year contract with four one-year renewal options with Brown & Brown Northwest to provide business insurance brokerage services for a total cost not-to-exceed \$213,240?

Presenter: Risk Administrator, Deborah Grant

Staff Report: Pg. 134-136

Motion: **Authorize the General Manager to execute a three-year contract with four one-year renewal options with Brown & Brown Northwest to provide business insurance brokerage services for a total cost not-to-exceed \$213,240**
Motion By: **Director Sadie Carney**
Second: **Director Ramiro Navarro Jr.**
Vote: **Motion Passed Unanimously**

VIII. INFORMATIONAL REPORTS – None

IX. GENERAL MANAGER'S REPORT

General Manager, Allan Pollock provided the General Manager's report.

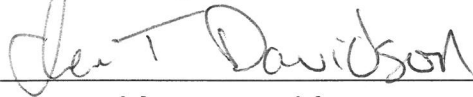
X. BOARD REPORT

President Ian Davidson, and Directors provided reports on committees and activities in which they represent SAMTD.

XI. ADJOURN

President Davidson adjourned the meeting at 8:07 P.M.

Respectfully Submitted

A handwritten signature in black ink that reads "Ian Davidson". The signature is written in a cursive style with a horizontal line extending from the end of the name.

Ian Davidson, President