

**SALEM AREA MASS TRANSIT DISTRICT
SPECIAL TRANSPORTATION FUND ADVISORY COMMITTEE
VIRTUAL MEETING**

Tuesday, February 2, 2021
Courthouse Square – Senator Hearing Room
555 Court Street NE, Salem, Oregon 97301

MINUTES

Members Present:	Ron Harding, Chair; John Hammill, Vice Chair; Emily Broussard, Mayor Jeremy Gordon
Absent:	Bryant Baird, Sherena Meagher-Osteen, Director Charles Richards, SAMTD Board Liaison
Staff Present:	Steve Dickey, Director of Technology and Program Management; Chris French, Service Planning Manager; SueAnn Coffin, Contracted Services Manager; Ted Stonecliffe, Planner II
Guests:	Jason Gottgetreu, City of Silverton; Kathleen McClaskey, City of Woodburn; Karen Sherman, City of Woodburn
Recorder:	Jolene White, Administrative Assistant, Technology and Program Management

A. CALL TO ORDER AND NOTE OF ATTENDANCE

Chair Harding called the meeting to order at 3:31 PM. Attendance was noted that a quorum was present.

1. Safety Moment:

Mr. Dickey shared the “*Safety Moment*” thought of the day. Now that is it getting darker earlier, and with bad weather making it hard to see, please be aware of pedestrians. Make sure if you are out after dark, that you also wear bright and/or reflective clothing so you can also be seen. It is also important to continue to remember and practice the three W’s: Wear, Watch, and Wash.

- **Wear** your mask to cover your nose and mouth.
- **Watch** your distance by remaining at least 6 feet apart.
- **Wash** your hands often with soap and water for at least 20 seconds, or use hand sanitizer.

Mr. Dickey encouraged everyone when they have the opportunity to get the COVID-19 vaccine to do so, in order to help contain the pandemic. Steve also reminded members to be careful during inclement weather and to be mindful of your walking surface.

B. PUBLIC COMMENT

There were no public comments submitted and no public present.

C. APPROVAL OF MEETING MINUTES

No additional changes were requested to the minutes from November 19, 2020.

Ms. Broussard motioned to approve the minutes from the STFAC November 19, 2020 meeting. Motion was seconded by Mr. Hammill. All ayes and no opposed. The motion was carried.

D. ACTION ITEMS

1. Receive recommendation from Technical Advisory Committee (TAC) regarding the FY 2021-23 STF Fund grant applications and form a formal recommendation for funding to the Cherriots Board of Directors. The TAC recommended approving the City of Woodburn's request as submitted for the two year biennium period in the amount of \$434,000, and the City of Silverton in the amount of \$35,000, and to West Valley Hospital in the amount of \$44,295 and to SAMTD \$1,482,321.

Mr. Hammill motioned for the STFAC to make a formal recommendation to the Cherriots Board of Directors approving the City of Woodburn's request as submitted for the two year biennium period in the amount of \$434,000, and the City of Silverton in the amount of \$35,000, and to West Valley Hospital in the amount of \$44,295 and to SAMTD \$1,482,321. Ms. Broussard seconded the motion. All ayes and no opposed. The motion was carried.

2. Receive recommendation from Technical Advisory Committee (TAC) regarding the FY 2021-23 Section 5310 grant applications and form a formal recommendation for funding to the Cherriots Board of Directors. The TAC recommended approving to the STFAC to fund the Section 5310 FY 2021-23 requests for all of the applicants in their entirety, increasing the SAMTD's request for Purchased Services by \$2.15.

Mr. Hammill motioned for the STFAC to make a formal recommendation to the Cherriots Board of Directors regarding the FY 2021-23 Section 5310 grant applications approving the SAMTD's Mobility Management in the amount of \$201,973.26, to fund the Purchase Service System in the amount of \$1,393,620.32 and the Preventative Maintenance in the amount of \$349,623.97 for a total FY 2021-23 funding of \$1,945,270.55. For the City of Woodburn's Mobility Management in the amount of \$93,319.20, Preventative Maintenance in the amount of \$108,573.30 for a total FY 2021-23 funding of \$201,892.50. For the City of Silverton's Preventative Maintenance in the amount of \$10,318.95. The total FY 2021-23 Section 5310 grant

fund in the amount of \$2,157,429. Ms. Broussard seconded the motion. All ayes and no opposed. The motion was carried.

G. ADJOURN

Chair Harding thanked the members for their participation and adjourned the meeting at 3:48 PM.