



## 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