



The attached minutes of the Mason Transit Authority regular meeting held on the 19th day of November, 2024 were approved by the Mason Transit Authority Board, by motion, on this 17th day of December, 2024.

Signed by:

Eric Onisko

Eric Onisko, Chair

DocuSigned by:

John Sheridan

John Sheridan, Vice Chair

DocuSigned by:

Cyndy Brehmeyer

Cyndy Brehmeyer, Authority Member

DocuSigned by:

Richard Lee

Richard Lee, Authority Member

DocuSigned by:

Wes Martin

Wes Martin, Authority Member

Signed by:

Randy Weatherlin

Randy Weatherlin, Authority Member

Ryan Spurling, Authority Member

Signed by:

Kevin Shutty

Kevin Shutty, Authority Member

Sharon Trask, Authority Member

ATTEST

DocuSigned by:

Tracy Becht

Tracy Becht, Clerk of the Board

DATE:

1/7/2025

Mason Transit Authority
Minutes of the Regular Board Meeting
November 19, 2024
Virtually and at
Transit-Community Center
Conference Room
601 West Franklin Street
Shelton



OPENING PROTOCOL

1. CALL TO ORDER: 1:01 p.m.

2. ROLL CALL AND DETERMINATION OF QUORUM

Authority Voting Board Members Present at T-CC: Board members Eric Onisko, Chair; John Sheridan, Vice Chair; Cyndy Brehmeyer, Richard Lee, Wes Martin, and Randy Neatherlin (*virtual*).

Authority Voting Board Members Present via Zoom:

Authority Voting Board Members Not Present: Ryan Spurling and Sharon Trask

Authority Non-voting Board Member Not Present: Zachary Collins, Business Representative, IAM and AW, District Lodge 160.

Citizen Advisor to the Board Present at T-CC: John Piety

MTA Staff present at T-CC: Amy Asher, General Manager; Haley Dorian, Human Resources Generalist; Lissa McClanahan, Finance Manager; Paul Bolte, Facilities & Fleet Maintenance Manager; Tyler Hildebrandt, IT Administrator; and Tracy Becht, Clerk of the Authority Board.

Others Present at T-CC: Rob Johnson, Legal Counsel.

3. PUBLIC COMMENT – No members of the public attended the meeting in person. None present in the conference room or on-line.

4. APPROVAL OF AGENDA

Moved that the agenda for the November 19, 2024 Mason Transit Authority (MTA) regular board meeting be approved as presented. **Martin/Brehmeyer. Motion carried.**

5. CYBERSECURITY PRESENTATION

Che Bhatia and Jude Keenan of AON provided an informative presentation on their work of increasing cybersecurity for MTA's technology.

[Board member Shutty arrived in person at 1:06 pm]

6. CONSENT AGENDA

Moved to approve Consent Agenda item A, B, C & D as follows and as presented:

- A. October 15, 2024 MTA regular Board meeting minutes.
- B. Payments of October 8, 2024 through October 30, 2024 financial obligations on checks #39110 through #39216, as presented for a total of \$895,058.03.
- C. Approval of Resolution No. 2024-11 regarding a surplus vehicle.
- D. Approval of Resolution No. 2024-12 regarding Amendment to PTD0952-02.

Moved that the October 15, 2024 Regular Board meeting Minutes, Check and Credit Card Approvals, Resolutions Nos. 2024-11 and 2024-12 be approved as presented.

Martin/Sheridan. Motion carried.

[Board member Neatherlin entered Boardroom at 1:10 pm]

7. ACTION ITEMS

7A. Proposed Additional Van Grant Recipient. Amy Asher, General Manager, summarized MTA's previous van grant application process and indicated that MTA received 14 applications, which was more response than MTA had received in previous years. As approved in 6C, Asset#7629 has been surplus and staff recommends that it be awarded to the applicant receiving the next highest score. Board member Brehmeyer asked the name of the non-profit organization that would be awarded the vehicle on that basis and Ms. Asher stated that it was Southside School District. **Moved** that the Mason Transit Authority Board adopt Resolution No. 2024-13 authorizing the General Manager to execute the Agreement re Asset#7629. **Sheridan/Martin. Motion carried.**

8. DISCUSSION:

A. Second Discussion of 2025 Budget. Ms. Asher opened the discussion with the Board members by noting that she had met with the Human Resources and Finance Committees. Ms. Asher went over the individual spreadsheets for each MTA department and indicated they are still having discussions. Ms. Asher called out a few items such as: some members of the Administrative and Operations team will be paid hourly in 2025; legal services for the Maintenance contract negotiations in 2025; extra expenses for park and ride repairs; and 17.3% for increased insurance premium, among other items.

B. Second Discussion of 2025 MTA Regular Board Meeting Calendar. Ms. Asher discussed the research results from suggested other locations to hold the April regular meeting in Hoodspoint. After discussing different options, Boardmember Martin indicated he thought the Hoodspoint library would be the best choice and the Board agreed.

C. Citizen Advisor for 2025. Ms. Asher asked for direction by the Board as to how they would like to move forward in 2025 with regard to the Citizen Advisor of the Board. She shared that John Piety has been attending all the Authority Board and Finance Committee meetings and he continues to promote Mason Transit and be actively engaged. **Moved** that the Mason Transit Authority Board extend the term of current Citizen Advisor John Piety through 2025.

Neatherlin/Martin. Motion carried.

D. MTA Officers for 2025. Ms. Asher asked that, in preparation for next month's meeting, Board members consider selection of Board Chair and Vice Chair nominations for 2025.

9. STAFF REPORTS

- **General Manager.** Ms. Asher shared that Haley Dorian, HR Generalist arranged a well-attended Benefits Fair for MTA employees that was held at the T-CC as well as a baking competition for the employees.
- **Finance.** Sales Tax is up 3% from last year. MTA received a reimbursement from WSDOT and that a pre-exit conference is scheduled for the 2022 audit and the formal exit conference will be scheduled at that time.
- **Maintenance.** Paul Bolte, Facilities and Fleet Maintenance Manager, shared that MTA purchased a 2024 Chevrolet Blazer that will be powered by renewable energy and used for Supervisor and Outreach. He also indicated that the final cutaway is being converted to propane use. Mr. Bolte also indicated that MTA's new fuel/detailer is in training.
- **Operations.** Jason Rowe, Operations Manager, is attending a meeting relating to the interchange, so Ms. Asher provided a brief update that ridership was up in October. Operations department is finalizing details of service changes in February. The new drivers are learning routes and are driving on the road. MTA will be recruiting a new class of drivers in February, 2025. The Dialysis Center, Grays Harbor Transit and MTA have been coordinating services.

10. COMMENTS BY BOARD: Board member Brey Meyer stated that the MTA buses look great.

11. UPCOMING MEETING

Mason Transit Authority

Transit-Community Center

Conference Room

601 West Franklin Street

Shelton

Regular Meeting

December 17, 2024 at 1:00 PM

Moved that the meeting be adjourned.

12. ADJOURNED: 2:09 PM