



The attached minutes of the Mason Transit Authority regular meeting held on the 21<sup>st</sup> day of January, 2025 were approved by the Mason Transit Authority Board, by motion, on this 18<sup>th</sup> day of February, 2025.

DocuSigned by:

*John Sheridan*

John Sheridan, Chair

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DocuSigned by:

*Wes Martin*

Wes Martin, Vice Chair

580C0645C775450

DocuSigned by:

*Cyndy Brehmeyer*

Cyndy Brehmeyer, Authority Member

58C4FAF377E4D1

Signed by:

*Tom Gilmore*

Tom Gilmore, Authority Member

48A2E9D54F68427

DocuSigned by:

*Richard Lee*

Richard Lee, Authority Member

2A89DA78A2FC44A

Randy Neatherlin, Authority Member

DocuSigned by:

*Ryan Spurling*

Ryan Spurling, Authority Member

0137299E1B342F

Signed by:

*Pat Tarzwell*

Pat Tarzwell, Authority Member

1791DE45F4C8402

Signed by:

*Sharon Trask*

Sharon Trask, Authority Member

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DocuSigned by:

*Tracy Becht*

ATTEST: Tracy Becht, Clerk of the Board

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DATE: 2/25/2025

**Mason Transit Authority**  
**Minutes of the Regular Board Meeting**  
**January 21, 2025**  
*Virtually and at*  
**Transit-Community Center**  
Conference Room  
601 West Franklin Street  
Shelton



**OPENING PROTOCOL**

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

- **ROLL CALL AND DETERMINATION OF QUORUM**

**Authority Voting Board Members Present at T-CC:** John Sheridan, Chair; Board members Cyndy Brehmeyer, Richard Lee, Randy Neatherlin, Eric Onisko, Ryan Spurling, Pat Tarzwell and Sharon Trask.

**Authority Voting Board Members Present via Zoom:** [None]

**Authority Voting Board Members Not Present:** Wes Martin, Vice Chair

**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; Lissa McClanahan, Finance Manager; Jason Rowe, Operations Manager; Paul Bolte, Facilities & Fleet Maintenance Manager; Tyler Hildebrandt, IT Administrator; and Tracy Becht, Clerk of the Authority Board.

**Others Present at T-CC:** Tom Gilmore, City of Shelton Councilmember, incoming MTA Board member to be effective by next MTA Board meeting; Rob Johnson, Legal Counsel.

- **PUBLIC COMMENT** – No members of the public attended the meeting in person. None present in the conference room or virtually.

- **APPROVAL OF AGENDA**

**Moved** that the agenda for the January 21, 2025 Mason Transit Authority (MTA) regular board meeting be approved as presented. **Onisko/Trask. Motion carried.**

- **INTRODUCTION OF NEW MTA BOARDMEMBERS TARZWELL AND GILMORE**

Amy Asher, General Manager, introduced County Commissioner Tarzwell and City Councilmember Gilmore to the Board. Board member Tarzwell is the newly elected County Commissioner. Councilmember Gilmore will be the new City representative to serve on the MTA Board. Mayor Onisko indicated why the change was being made and that it will be final and effective by the City Council at the end of this month.

- **CONSENT AGENDA**

Approval of Consent Agenda items A and B as follows and as presented:

- A. December 17, 2024 MTA regular Board meeting minutes.
- B. Payments of December 3, 2024 through December 31, 2024 financial obligations on checks #39299 through #39376, as presented for a total of \$915,985.76.

**Moved** that the Mason Transit Authority Board approve the Consent Agenda items as presented. **Brehmeyer/Trask. Motion carried.**

- **ACTION ITEMS**

**New Business**

**7A. Proposed 2025 MTA Board Committee Members.** Ms. Asher described the process as to how she arrived at Board member assignments to the various MTA Board committees and the bylaws constraining which members could serve together on a committee.

**Finance:** Sharon Trask, Wes Martin, Tom Gilmore, John Piety

**Human Resources:** Ryan Spurling, Rick Lee

**Policy:** Randy Neatherlin, Tom Gilmore, John Sheridan

**Operations and Maintenance:** Cindy Brehmeyer, Pat Tarzwell

**Moved** that the Mason Transit Authority Board approve the Board members to serve on the Authority Board Committees as set forth above. **Trask/Brehmeyer. Motion carried.**

**7B. Title VI Policy and Plan.** Ms. Asher indicated that Jason Rowe, Operations Manager, would be speaking on this action item. Mr. Rowe described the process and discussions with WSDOT as to the new highlighted changes and federal requirements made to the updated Title VI Policy and Plan. He shared that WSDOT requested these changes and that it was required language.

**Moved** that the Mason Transit Authority Board approve the Title VI Policy Statement and Plan for the period October 1, 2023 – September 30, 2026 and that such plan supersedes and replaces in full any previously adopted or approved Title VI Policy Statement and Plan. **Trask/Onisko. Motion carried.**

- **STAFF REPORTS**

**Finance.** Ms. Asher described that MTA is still receiving 2024 revenue. She anticipates additional 2024 revenue may be reflected in next month's financial reports. The financials report that revenue is over budget while year-to-date operating expenses are under budget. Ms. Asher and Ms. McClanahan will continue working on the audit. MTA recently hired Colleen Steele as a new Administrative Assistant. Ms. Steele brings with her a wealth of experience. MTA will begin to recruit for a new Operations Coordinator with the first applicants being interviewed this Friday. Board members expressed their appreciation for Dan Sharp's service to the community.

**General Manager.** Ms. Asher also shared informational updates relating to the following House Bills:

- HB 1418 proposes allowing Public Transportation Benefit Areas to add two voting members to the Board representing a rider or community-based organization. MTA would be responsible to teach OPMA and PRA. If approved, bylaws will need to be updated and provision for financial compensation that would be provided to the two new voting members.

- HB 1324 relates to transit funding. Climate Commitment Act has provided significant grant funding. Keeping an eye on this bill as well.

Ms. Asher will also be meeting individually for MTA orientation with both new Board members this week and next.

**Maintenance.** Paul Bolte, Facilities and Fleet Maintenance Manager, shared that the team ended 2024 on a high note. The fleet is above average as is the great staff. The park and rides are in good shape as well. There was a brief discussion about abandoned vehicles in the park & rides and legal steps to be observed.

**Operations.** Jason Rowe, Operations Manager, indicated that ridership is stronger than it has been in 10 years with 535,761 riders. He also said that MTA received the honor of driving in the procession for the fallen bus driver in Seattle (Shawn Yim). He credited Jon Sharp driving the MTA bus in the procession in downtown Seattle.

**COMMENTS BY BOARD:**

- Board member Tarzwell asked if there has been any increase in criminal activity. Mr. Rowe stated rates have gone down, especially once MTA implemented its fare free policy.
- Board member Onisko expressed his thanks for the last two years and enjoyed serving.

- **UPCOMING MEETING**

**Mason Transit Authority**

Transit-Community Center

Conference Room

601 West Franklin Street

Shelton

**Regular Meeting**

**February 18, 2025 at 1:00 PM**

**Moved** that the meeting be adjourned.

- **ADJOURNED:** 1:32 PM