



PTBA MEETING MINUTES January 18, 2018, 6:30 PM

Held at: Grant Transit Authority, 116 W 5th Ave, Moses Lake, WA

| Board Members Present | Staff Present |
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| <i>Vice Chair, Steve Wellein, Soap Lake</i> <i>Mayor Kevin Newland, Wilson Creek</i> <i>Councilman Don Myers, Moses Lake</i> <i>Councilwoman Anita Paulsson, Coulee City</i> <i>Councilman Michael Leavitt, Warden</i> <i>Commissioner Tom Taylor, Ephrata</i> | <i>Michael Wagner, General Manager</i> <i>John Friend, Finance Officer</i> <i>Saira Martinez, Admin & Access Coordinator/Board Clerk</i> <i>Elsa Borrego, Admin Assistant/Interim Board Clerk</i> <i>Brandy Heston, Administrative Services Manager</i> <i>Jim Ackley, Financial Resources Manager</i> <i>Greg Lange, Facilities & Maintenance Manager</i> |
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Board Members Absent

Chair, Mayor Bruce Reim, Ephrata
Councilman David Day, Quincy
Councilman Richard McGuire, Electric City

Board Member Vacancies

ATU Representative

Citizen Attendance: Please see attached list of participants.

The meeting of the Grant Transit Authority Board of Directors was called to order by Vice Chair, Steve Wellein at 6:30 pm. Pledge of Allegiance was recited. Roll call was taken by Elsa Borrego, Interim GTA Board Secretary, 6 Board Members present, 3 Board Members absent and 1 Board position is vacant.

• Board Minutes Approved

Councilwoman Paulsson made a motion to approve the minutes for the December 21, 2017, Board Meeting. Councilman Myers seconded the motion, motion unanimously carried.

• Public Comments

Michael Wagner introduced Councilman Michael Leavitt, from Warden to the board. He stated Mr. Leavitt has lived in Warden all his life and has been a part of the Warden City council for a number of years.

• Introduction of Maintenance & Facilities Manager

Also, introduced by Michael was Greg Lange, GTA's new Facilities & Maintenance Manager.

- **Treasurers Report, review and approval of vouchers**

John Friend, GTA Finance Officer, reported that because sales tax revenues came in high we had an overall budget of 83 percent, which was below budget. Councilwoman Paulsson made a motion to accept the Treasurers Report and to approve vouchers DD4472 to 13589, in the amount of \$742,638.47. Vice Chair Wellein seconded the motion, motion unanimously carried.

- **Demand Response, People for People, Questions or Comments**

Jan Ollivier, People for People, reported the monthly stats for December 2017. ADA boarding's were about the same in December of 2017, as compared to December of 2016. Service hours increased by 3% compared to December of 2016. Service miles decreased by 3% as compared to December of 2016. Service hours are up due to the increase of Ephrata and Soap Lake ridership and dialysis clients that sometimes require longer wait times for their returns.

UNFINISHED BUSINESS

None

NEW BUSINESS

- **Election of Officers**

Councilwoman Paulsson made a motion to nominate Mayor Bruce Reim as Board Chair. Vice Chair Wellein seconded the motion, motion unanimously carried.

Councilman Myers made a motion to nominate Steve Wellein as Vice Chair. Commissioner Taylor seconded the motion, motion unanimously carried.

Councilwoman Paulsson made a motion to nominate Saira Martinez as the Board Secretary. Vice Chair Wellein seconded the motion, motion unanimously carried.

- **Resolution No. 18-01, Second Addendum to GTA/PFP Agreement**

Councilwoman Paulsson made a motion to approve Resolution No. 18-01, Second Addendum to GTA/PFP Agreement. Vice Chair Wellein seconded the motion, motion unanimously carried.

- **Board of Directors - Attendance**

Mr. Wagner stated that Chair Reim wanted to speak on attendance, but unfortunately, he is not present to do so. Michael informed the board how important it is to have the board present at board meetings and how much GTA appreciates their presence. He reviewed what is required of a Board.

- **General Manager/Board Interaction**

Mr. Wagner stated great things are happening at GTA. He went on to say there was a slight change in ridership considering all the major changes in 2017. Furthermore, staff will have a retreat later this month to discuss goals for 2018.

- **Other:**

Vice Chair Wellein asked how we are doing regarding the marketing position, Mr. Wagner stated the position is available and is being posted internally then externally. We are hoping to have the position filled by April. Michael also said we are making small tweaks to the system including adding an additional route, which will begin July 1.

Vice Chair Wellein also stated he feels high school counselors in Ellensburg should be aware of our routes servicing Ellensburg so that they can inform their students.

The next GTA Board of Directors Meeting will be held at the Multimodal Transit Center, on Thursday, February 15, 2018, at 6:30 pm.

Councilwoman Paulsson made a motion to adjourn the meeting. Vice Chair Wellein seconded the motion, motion unanimously carried. Meeting was adjourned at 6:56pm.

Attested: 

Elsa Borrego
Interim GTA Board Secretary

I certify that this is a true copy of the accepted GTA meeting minutes.


Stephen R. Weller
Board Member