



PO BOX 870
 MOSES LAKE, WA 98837
 509-765-0898 | 1-888-482-2877
 www.granttransit.com



PTBA MEETING MINUTES
September 20, 2018, 6:30PM

Held at: Grant Transit Authority, 116 W 5th Ave, Moses Lake, WA 98837

Board Members Present

*Chair, Mayor Bruce Reim, Ephrata
 Vice Chair, Steve Wellein, Soap Lake
 Mayor, Kevin Newland, Wilson Creek
 Councilman, Richard McGuire, Electric City
 Councilman, Byron Starkey, Warden
 Councilman, Don Myers, Moses Lake
 Councilman, David Durfee, Quincy
 Commissioner Richard Stevens, Grant County*

Board Members Absent

None

Staff Present

*John Friend, Finance Officer
 Saira Martinez, Administrative & ACCESS Coordinator/Board Clerk
 Brandy Heston, Administrative Services Manager
 Greg Lange, Facility & Maintenance Manager
 Kendra Moos, Human Resources Manager
 Stephanie Guettinger, Para-Transit/Demand Response Services Manager*

Board Members Vacancies

*Coulee City
 ATU Representative*

The meeting of the Grant Transit Authority Board of Directors was called to order by Board Chair, Bruce Reim at 6:30pm. Pledge of Allegiance was recited. Roll call was taken by Saira Martinez, GTA Board Clerk, 8 Board Members present, 0 Board Members absent, and 2 Board positions are vacant.

Consent Agenda

Councilman Starkey, made a motion to approve the Consent Agenda. Vice Chair, Wellein, seconded the motion, motion unanimously carried.

Treasurers Report, review and approval of vouchers

Finance Officer, John Friend, reported the expenses for the month. After a brief discussion relating to the budget, Board Chair, Mayor Reim, called for an Executive Session at 6:36pm to discuss personnel for 30 minutes and asked the GTA management team to sit in on the executive session. At 7:06pm, Board Clerk, Saira Martinez, announced that an additional 15 minutes was needed. The meeting came back to order at 7:21pm.

Board Chair, Mayor Reim, announced that GTA will need to schedule a Special Meeting to discuss the budget. Councilman McGuire made a motion to approve scheduling a Special Board Meeting on September 28, 2018 at 12pm, to discuss the budget. Councilman Myer's seconded the motion, motion unanimously carried.

Councilman Starkey made a motion to accept the Treasurers Report and to approve vouchers DD5394 to 14325, in the amount of \$619,617.79. Commissioner Stevens seconded the motion, motion unanimously carried.

Public Comments

None

Unfinished Business

- a. PO # 180816B – Administrative Services Manager, Brandy Heston, explained that at last month's board meeting, the board approved an estimated invoice from Freightliner Northwest in the amount of \$11,959.29 for some work that needed to be done to bus 3203. After the work was complete, we received the final invoice in the amount of \$15,589.81. Facility & Maintenance Manager, Greg Lange, explained that they found even more damage to the bus, therefore, the work needed to be done. Councilman Myers asked if GTA looks into multiple places to find out prices for the maintenance as he has been noticing very high expenses on fixing the buses. Greg explained that there are limited places that can do the work. Councilman McGuire made a motion to approve PO #180816B as paid. Councilman Starkey seconded the motion, motion unanimously carried.

New Business

a. **Transit Development Plan**

We have created a Transit Development Plan for 2018-2023 and have added the 2017 Annual report in the plan. We need a motion to call for a Public Hearing to approve the TDP. Commissioner Steven made a motion to call for Public Hearing at the next board meeting. Councilman McGuire seconded the motion, motion unanimously carried.

b. **Resolution No. 18-12, Surplus Property**

Brandy explained that we are needing to surplus 2 vehicles. 1 is a very large bus that we do not use and the other is an old vanpool. Councilman Myers made a motion to approve Resolution No. 18-12, Surplus Property. Vice Chair, Wellein, seconded the motion, motion unanimously carried.

Managers' Report/Board Interaction

None

Other:

The next meeting will be the Special Board Meeting being held at the Multimodal Transit Center on September 28, 2018 at 12pm. The next GTA Board of Directors Meeting will be held at the Multimodal Transit Center on Thursday, October 18, 2018 at 6:30pm.

Councilman McGuire made a motion to adjourn the meeting. Commissioner Stevens, seconded the motion, motion unanimously carried. Meeting was adjourned at 7:39pm.

Attested: 

Saira Martinez
GTA Board Clerk

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



Board Member