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PTBA MEETING MINUTES
April 18, 2019, 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, Don Myers, Moses Lake
Mayor ShirleyRae Maes, Coulee City
Councilman, Byron Starkey, Warden

Board Members Absent

Commissioner, Tom Taylor Grant County
Councilman, David Durfee, Quincy
Councilman, Richard McGuire, Electric City
ATU Representative, Tracy Stephens

Staff Present

Terry Weed, Interim General Manager
Saira Martinez, Administrative & ACCESS Coordinator/Board Clerk
Brandy Heston, Administrative Services Manager
Kendra Moos, Human Resources Manager
Stephanie Guettinger, Para-Transit Manager
Greg Lange, Facility & Maintenance Manager

Board Members Vacancies

None

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, 6 Board Members present, and 4 Board Members absent.

Consent Agenda

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

Treasurers Report, review and approval of vouchers

GTA's accountant, Amanda Walker, reported to the board that there are some coding errors but it's going to be an adjustment as we go on. Interim General Manager, Terry Weed, explained that one of the things he is committed to is better communication and he would like to sit down with staff and GTA's accountant to make sure everything is efficient. Mayor Maes made a motion to accept the Treasurers Report and to approve vouchers 14870 to 14954, in the amount of \$484,097.07. Vice Chair, Wellein, seconded the motion, motion unanimously carried.

Public Comments

A member of the public commented that she wanted to make sure the all the board members received her letter and wanted to make sure it was going to be addressed.

Unfinished Business

a. **Amended PO #190325 – Woodard Auto – Telephone Poll**

Mayor Newland made a motion to ratify Amended PO #190325, Woodard Auto. Vice Chair, Wellein, seconded the motion, motion unanimously carried.

New Business

a. **Resolution No. 19-06, WSTIP Member & Alternative**

Mayor Maes made a motion to approve Resolution No. 19-06, WSTIP Member & Alternative. Councilman Myers seconded the motion, motion unanimously carried.

b. **Amended PO #190320 - Freightliner**

Facility & Maintenance Manager, Greg Lange, explained that additional work had to be done to a major rebuild that is being done to one of the coaches. Vice Chair, Wellein, made a motion to approve Amended PO #1190320 – Freightliner. Mayor Maes seconded the motion, motion unanimously carried.

c. **Amended PO #190321 - Cummins**

Facility & Maintenance Manager, Greg Lange, explained that new exhaust parts had to be purchased, therefore, the amount to the last PO that was approved has increased. Councilman Starkey made a motion to approve Amended PO #190321 – Cummins. Mayor Newland seconded the motion, motion unanimously carried.

d. **PO #190418 – Woodard Auto**

Facility & Maintenance Manager, Greg Lange, explained that the alternator to one of the Cutaways needs to be rebuilt. Councilman Starkey made a motion to approve PO #190418 – Woodard Auto. Vice Chair, Wellein, seconded the motion, motion unanimously carried.

e. **General Manager's Job Description – Discussion**

The General Manager's job description was presented to the Board of Directors. Human Resources Manager, Kendra Moos, explained that the GM Contract is where things need to be changed. After a short discussion, a committee was put together to look over the GM contract. Board Chair Reim, Councilman Myers, Councilman McGuire & Vice Chair Wellein were put on the committee, as well as Interim General Manager, Terry Weed, Administrative Services Manager, Brandy Heston & Human Resources Manager, Kendra Moos.

General Manager's Report

Interim General Manager, Terry Weed, explained that he is still collecting information and figuring out how things work at GTA. He has recognized what highly motivated and caring employees GTA has. He would like to set up a more open communication with the Union, People for People and with GTA's finance officer. Also, Terry has placed Stephanie Guettinger as Operations Manager.

Other:

None.

The next regular GTA Board of Directors Meeting will be held at the Multimodal Transit Center on Thursday, May 16, 2019 at 6:30pm.

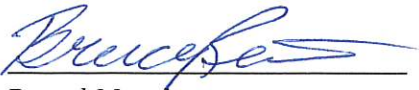
Mayor Maes made a motion to adjourn the meeting. Vice Chair, Wellein, seconded the motion, motion unanimously carried. Meeting was adjourned at 7:13pm.

Attested:



Saira Martinez
Administrative & ACCESS Coordinator
Board Clerk

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



Board Member