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PTBA MEETING MINUTES May 16, 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
ATU Representative, Tracy Stephens

Board Members Absent

Commissioner, Tom Taylor Grant County
Councilman, David Durfee, Quincy
Councilman, Richard McGuire, Electric City

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, 7 Board Members present, and 3 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 that we are a 3rd of the way into the year and we are on track with our budget. Amanda is now meeting with GTA weekly.

Public Comments

None

Unfinished Business

a. General Manager Recruitment – Committee Update

Interim General Manager, Terry Weed, reported that the committee has resolved the salary and the stop/due date on the recruitment. We will have our first review on June 26, 2019. We are now prepared to post the job posting.

New Business

a. **Resolution No. 19-07, 2019 Certifications & Assurances**

Mayor Maes made a motion to approve Resolution No. 19-07, 2019 Certifications & Assurances. Councilman Myers seconded the motion, motion unanimously carried.

b. **Resolution No. 19-08, USBank Signatures**

Interim General Manager, Terry Weed, has been added to the USBank account. Councilman Myers made a motion to approve Resolution No. 19-08, USBank Signatures. Vice Chair, Wellein, seconded the motion, motion unanimously carried.

c. **Resolution No. 19-09, Grant County Fair**

This agreement is to be able to have a booth at the Grant County Fair. Councilman Starkey made a motion to approve Resolution No. 19-09, Grant County Fair. Mayor Newland seconded the motion, motion unanimously carried.

d. **Resolution No. 19-10, Interlocal Agreement GTA & Grant County; Emergency Services**

Mayor Maes made a motion to approve Resolution No. 19-10, Interlocal Agreement GTA & Grant County; Emergency Services. Vice Chair, Wellein, seconded the motion, motion unanimously carried.

e. **WSDOT Consolidated Grant Award Letter**

The state announced that we will receive 3 propane buses for fixed route, support for Paratransit in the amount of \$438,750 and fixed route bus operations support in the amount of \$2,475,450.

f. **PO #190424 – Signs Now**

This purchase order is to be able to put wraps on the new buses. 80% will be refunded with Grant money. Councilman Starkey made a motion to approve PO #190424. Councilman Myers seconded the motion, motion unanimously carried.

g. **PO #190510 – Sportworks Northwest, Inc**

This purchase order is to approve getting bike racks on some of the cutaways. Correction, PO # should be 190509. Mayor Maes made a motion to approve PO #190509. Vice Chair, Wellein, seconded the motion, motion unanimously carried.

h. **PO # 190516 – Cummins**

This PO is for an engine replacement for bus 3203. Vice Chair, Wellein, made a motion to approve PO #190516. Mayor Newland seconded the motion, motion unanimously carried.

i. **Services Changes**

GTA is proposing two service changes. The first change is the Ellensburg route. We are proposing to withdraw from the WSDOT Grant Agreement GCB2820 for the 2019-2021 biennium effectively July 1 and essentially cancel service. Staff analyzed the public use and operating cost in providing this service and data shows that this route has been significantly underutilized in the past two years and that the per capita costs are 4 times higher than other fixed routes in the system. Mayor Maes made a motion to approve eliminating the Ellensburg

route. Councilman Starkey seconded the motion, motion was carried by a vote of 6-1 with Vice Chair Wellein in opposition.

The seconded change would be the late-night Warden route. Staff analysis of the Route 30 service indicates that there is extreme low ridership on the late-night trips occurring on each day of the week. GTA is proposing canceling the late-night route trip to Warden effective July 1, 2019 and repositioning or transferring those hours to existing routes where warranted. Councilman Starkey made a motion to approve eliminating the late-night Warden Route and repositioning or transferring the hours to existing routes where warranted. Mayor Newland seconded the motion, motion unanimously carried.

We will need to hold public meetings regarding these changes.

j. Public Transportation Conference

Administrative Services Manager, Brandy Heston, explained that there is a Conference Vendor Expo Roadeo hosted by WSTA taking place in August if any board members are interested in attending, please let us know.

General Manager's Report

Interim General Manager, Terry Weed, explained that GTA is going to be working on a revised budget, bringing it to next month's meeting. Terry noted that staff has worked with Amanda on working on some better spreadsheets.

Other:

None.

The next regular GTA Board of Directors Meeting will be held at the Multimodal Transit Center on Thursday, June 20, 2019 at 6:30pm.

Councilman Starkey made a motion to adjourn the meeting. Vice Chair, Wellein, seconded the motion, motion unanimously carried. Meeting was adjourned at 7:16pm.

Attested:



Saira Martinez
Administrative & ACCESS Coordinator
Board Clerk

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



Board Member