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PTBA MEETING MINUTES
December 30, 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
Councilman, David Durfee, Quincy
Councilman, Richard McGuire, Electric City
Commissioner, Tom Taylor Grant County
ATU Representative, Paul Belisle

Board Members Absent

None

Staff Present

Greg Wright, General Manager
Saira Martinez, Administrative & ACCESS Coordinator/Board Clerk
Brandy Heston, Administrative Services Manager
Greg Lange, Facility & Maintenance Manager

Executive Session

The Board of Directors went into executive session at 6:00pm for Performance Review of a Public Employee.

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, 10 Board Members present and 0 Board Members absent.

Public Hearing – 2020 Budget

Board Chair, Mayor Reim, opened the public hearing for public comments. General Manager, Greg Wright briefly went over the budget. No comments were made. Public Hearing was closed by Board Chair, Mayor Reim.

Consent Agenda

Mayor Maes made a motion to approve the Consent Agenda. Councilman Starkey seconded the motion, motion unanimously carried.

Treasurers Report, review and approval of vouchers

Greg Wright noted that sales tax revenue is coming in strong and that we are right on track with our budget.

Public Comments

None

Unfinished Business

None

New Business

a. Resolution No. 19-22, 2020 Proposed Budget

Commissioner Taylor made a motion to approve Resolution No. 19-22, 2020 Proposed Budget. Mayor Maes seconded the motion, motion unanimously carried.

b. Resolution No. 19-23, Washington Paid Family Medical Leave

Administrative Services Manager, Brandy Heston, explained that this is a new law that is going into effect in January, 2020. Brandy briefly went over the policy and benefits of the new law.

Councilman McGuire made a motion to approve Resolution No. 19-23, Washington Paid Family Medical Leave. Councilman Starkey seconded the motion, motion unanimously carried.

General Manager's Report

Low-No Electric Bus Grant Proposed Scope Change Recommendation Update

I last spoke with WSDOT on December 4th regarding the status with GTA's request to change the Lo-No electric bus project scope. WSDOT's next step is to move the proposed change request-justification forward and we wait to hear back from them. This change would reflect right-sizing the buses from (3) 30' coaches to (4) purpose-built 25' battery electric vans. This change in scope would demonstrate better use of tax payer dollars by introducing smaller, less expensive battery electric buses. This project would be the first small purpose-built battery electric van utilizing on-route Wireless Inductive Charging in public transit today.

WSDOT/FTA 5339(b) Grant Award

GTA was awarded an FTA 5339(b) grant for (2) 30' coaches and (2) cutaways @\$1,152,119 with a GTA match amount of \$288,029 (\$55,332/\$232,697). We will be able to procure the cutaways this year and Greg L. is currently looking at the build-time with Gillig for the 30' coaches and reports that it is about 18 months. We will plan on spacing the Gillig order out with one bus being delivered in 2021 and the second bus in 2022, if possible, to defray the large match amount. Thanks to Stephanie for working with WSDOT on the application who submitted the projects on behalf of rural transit systems.

Purchased Transportation RFP

GTA's contract with PFP terminates June 30, 2020, and I have been working on the RFP with staff, legal, & WSTIP with a goal of releasing the RFP on January 16, 2020, with proposals due March 20, 2020. The timeline is attached to this report.

Small Works Roster

GTA's Small Works Roster is currently being reviewed by legal counsel which was last updated in 2015. GTA has an opportunity to contract with Municipal Services Research and Services Center of Washington (MSRC) to use the statewide electronic databases for small public works roster developed and maintained by MSRC. As a member of WSTA, GTA already has access to MSRC as a resource and this would be a good way to handle our small work roster needs.

Weekend Service Change Discussion

Staff will continue to analyze weekend service over the next 6 months to gain a better understanding of travel patterns, ridership, and determine if current scheduling is adequate.

Greg also noted that back in November 2017, GTA purchased a Can-Am. We have not been able to make good use of the Can-Am, therefore we are looking into having it surplus. More information will be brought to the next board meeting.

People for People

The People For People report was reviewed by the board.

Other:

Awards of Appreciation were handed out to the board members who are not scheduled to represent on the GTA Board of Directors for the year 2020. Board Chair, Mayor Reim, thanked Vice Chair, Steve Wellein, Councilman Richard McGuire, Councilman David Durfee and Commissioner Tom Taylor for the years that they represented Grant Transit Authority.

The next regular GTA Board of Directors Meeting will be held at the Multimodal Transit Center on Thursday, December 19, 2019 at 6:30pm. An executive session will be held at 6:30pm to discuss the performance review of a public employee.

Councilman Starkey made a motion to adjourn the meeting. Councilman McGuire seconded the motion, motion unanimously carried. Meeting was adjourned at 7:07pm.

Attested:



Saira Martinez
Administrative & ACCESS Coordinator
Board Clerk

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



Board Member