



The attached minutes of the Mason Transit Authority regular meeting held on the 18<sup>th</sup> day of March, 2025 were approved by the Mason Transit Authority Board, by motion, on this 17<sup>th</sup> day of June, 2025.

DocuSigned by:

*John Sheridan*

John Sheridan, Chair

DocuSigned by:

*Wes Martin*

Wes Martin, Vice Chair

DocuSigned by:

*Cyndy Brehmeyer*

Cyndy Brehmeyer, Authority Member

Tom Gilmore, Authority Member

DocuSigned by:

*Richard Lee*

Richard Lee, Authority Member

Signed by:

*Randy Neatherlin*

Randy Neatherlin, Authority Member

Ryan Spurling, Authority Member

Signed by:

*Pat Tarzwell*

Pat Tarzwell, Authority Member

Signed by:

*Sharon Trask*

Sharon Trask, Authority Member

ATTEST:

*Tracy Becht*

Tracy Becht, Clerk of the Board

DATE: 7/3/2025

**Mason Transit Authority  
Minutes of the Regular Board Meeting  
March 18, 2025**

*Virtually and at*  
**Transit-Community Center**  
Conference Room  
601 West Franklin Street  
Shelton



**OPENING PROTOCOL**

**1. CALL TO ORDER:** 1:00 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL AND DETERMINATION OF QUORUM**

**Authority Voting Board Members Present at T-CC:** John Sheridan, Chair;  
Wes Martin, Vice Chair; Board members Cyndy Brehmeyer, Tom Gilmore, Richard Lee,  
Randy Neatherlin, Ryan Spurling, Pat Tarzwell and Sharon Trask.

**Authority Voting Board Members Present via Zoom:** [None]

**Authority Non-voting Board Member Not Present Virtually:** Zachary Collins,  
Business Representative, IAM and AW, District Lodge 160.

**Citizen Advisor to the Board Present at T-CC:** John Piety

**MTA Staff present at T-CC:** Amy Asher, General Manager; Haley Dorian, HR Manager;  
Lissa McClanahan, Finance Manager; Jason Rowe, Operations Manager; Paul Bolte, Facilities & Fleet  
Maintenance Manager; and Tyler Hildebrandt, IT Administrator.

**Others Present at T-CC:** Rob Johnson, Legal Counsel; Ken VanBuskirk, citizen.

**Others Present via Zoom:** Steve Abernathy, citizen.

**4. PUBLIC COMMENT** – Ken VanBuskirk addressed the Board to bring attention to the dead trees  
located on private property adjacent to the Bill Hunter Park bus stop.

**5. APPROVAL OF AGENDA**

**Moved** that the agenda for the March 18, 2025 Mason Transit Authority (MTA) regular board  
meeting be approved as presented. *Trask/Martin. Motion carried.*

**6. CONSENT AGENDA**

Approval of Consent Agenda items A and B as follows and as presented:

- A. February 18, 2025 MTA regular Board meeting minutes.
- B. Payments of February 11, 2025 through February 26, 2025 financial obligations on  
checks #39504 through #39593, as presented for a total of \$582,880.82.
- C. Move that the Mason Transit Authority Board approve Resolution No. 2025-05  
regarding surplus equipment.

**Moved** that the Mason Transit Authority Board approve the Consent Agenda items as presented.  
**Neatherlin/Spurling. Motion carried.**

*[There were no Old or New Business Action Items]*

## **7. DISCUSSION: MTA Fleet Transition Plan**

Ms. Asher explained the history of MTA's Fleet Transition Plan and its grant award from WSDOT to complete the plan. While some of the required elements have been completed, there has not been sufficient staff availability to complete the plan. There have also been reports of inconsistent reliability among those who have transitioned to alternatively fueled vehicles. In addition, the state of the vehicle funding is in question at both the state and federal levels. Because of these factors, there was discussion regarding pausing that plan at this time. If MTA does pause the Fleet Transition Plan, they will be returning the unused \$80,000 grant to WSDOT. Additional discussions regarding the current fleet status and propane vs. renewable fuel sources. The Board's sentiment was to place the Fleet Transition Plan on pause and return the unused grant funding.

## **8. STAFF REPORTS**

**General Manager.** Ms. Asher shared that the Administration staff have been moved downstairs at John's Prairie. She also updated the Board indicating that the AWC Healthy Worksite Summit gave resources to help MTA kickstart the Wellness Team. She provided the Board with the 2022 Audit status update and exit interview scheduling. Ms. Asher also updated the Board relating to the presence of WSTA at the State Legislative meetings with budget updates.

**Finance.** Lissa McClanahan, Finance Manager, provided an update, indicated that all 2024 sales tax has been received and invited any questions.

**Human Resources.** Haley Dorian, HR Manager, shared with the Board recruitment updates regarding hiring and on-boarding.

**Maintenance.** Paul Bolte, Facilities and Fleet Maintenance Manager, reported to the Board that the Administration Department has been moved downstairs. He also shared that ecology blocks have been placed along the fence line at the JP base to provide additional safety for the building and staff. There have been several vehicle accidents in which the vehicles have gone through the fencing. Spring maintenance at the park and rides continue.

**Operations.** Jason Rowe, Operations Manager, shared his report on ridership and updates on the new service that began in February. He indicated that the new service is going really well and that Specials have been increasing which has a positive community impact. Additionally, MTA will be using the State Patrol facility in addition to the Port for training use.

## **9. EXECUTIVE SESSION:**

At 1:36 PM, the Board Chair indicated that the meeting was going to be moving into an Executive Session pursuant to RCW 42.30.110(1)(g) relating to the performance of a public employee. The Board Chair invited all voting members of the Executive Session and Haley Dorian, Human Resources Manager, to remain in the room, while others were excused.

- The Board Chair stated that the public meeting may be called back into session in 20 minutes, which would be 1:56 PM.
- At 1:57 PM, the Board Chair stated that the public meeting may be called back into session in another 5 minutes, which would be 2:02 PM.
- At 2:02 PM, the Board Chair stated that the public meeting may be called back into session in another 5 minutes, which would be 2:07 PM.
- At 2:07 PM, the Board Chair stated that the public meeting may be called back into session in another 5 minutes, which would be 2:12 PM.
- At 2:12 PM, the Board Chair stated that the public meeting may be called back into session in another 5 minutes, which would be 2:17 PM.
- At 2:17 PM, the Board Chair stated that the public meeting may be called back into session in another 5 minutes, which would be 2:22 PM.

**10. RESUME OPEN SESSION:**

The Board Chair called the meeting back into open session at 2:24 PM and the following action was taken:

It was **moved** that Mason Transit Authority increase Ms. Asher’s salary by 1.3% based on her evaluation.

**Lee/Martin. Motion Carried.**

The Board members shared comments relating to Ms. Asher’s performance in the past year.

**11. COMMENTS BY BOARD:**

- There was discussion of disposing of the tree debris from Bill Hunter Park. MTA picked up what was cut down and left at Bill Hunter Park.
- Praise of appreciation was made for the Clerk of the Authority Board.

**12. UPCOMING MEETING**

**Mason Transit Authority**  
Hoodsport Regional Library  
Meeting Room  
40 N. Schoolhouse Hill Road  
Hoodsport  
**Regular Meeting**  
**April 15, 2025 at 1:00 PM**

**Moved** that the meeting be adjourned.

**13. ADJOURNED: 2:40 PM**