



The attached minutes of the Mason Transit Authority regular meeting held on the 21st day of October, 2025 were approved by the Mason Transit Authority Board, by motion, on this 18th day of November, 2025.

DocuSigned by:
John Sheridan
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John Sheridan, Chair

DocuSigned by:
Wes Martin
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Wes Martin, Vice Chair

DocuSigned by:
Cyndy Brehmeyer
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Cyndy Brehmeyer, Authority Member

Signed by:
Tom Gilmore
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Tom Gilmore, Authority Member

DocuSigned by:
Richard Lee
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Richard Lee, Authority Member

Signed by:
Randy Neatherlin
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Randy Neatherlin, Authority Member

DocuSigned by:
Ryan Spurling
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Ryan Spurling, Authority Member

Signed by:
Pat Tarzwell
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Pat Tarzwell, Authority Member

Sharon Trask, Authority Member

ATTEST: *Tracy Becht*
721D7A4E0DC34A5...
Tracy Becht, Clerk of the Board

DATE: 12/4/2025

**Mason Transit Authority
Minutes of the Regular Board Meeting
October 21, 2025
Virtually and at
Belfair P&R Building
Conference Room
25250 NE SR3
Belfair**



OPENING PROTOCOL

1. CALL TO ORDER: 1:07 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL AND DETERMINATION OF QUORUM

Authority Voting Board Members Present at the Belfair P&R Building:

John Sheridan, Board Chair; Board members Randy Neatherlin, Ryan Spurling, Pat Tarzwell and Sharon Trask.

Authority Voting Board Members Present via Zoom: None.

Authority Voting Board Members Not Present: Cyndy Brehmeyer, Tom Gilmore, Richard Lee and Wes Martin.

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

Citizen Advisor to the Board Present at the Belfair P&R Building: John Piety

MTA Staff present at the Belfair P&R Building: Amy Asher, General Manager; Haley Dorian, HR Manager; Jason Rowe, Operations Manager; Paul Bolte, Facilities & Fleet Maintenance Manager; Tracy Becht, Clerk of the Authority Board and Tyler Hildebrandt, IT Administrator.

Others Present Virtually: Rob Johnson, Legal Counsel and member of the public Herb Gerhardt.

Others Present: PSNS and MTA Worker-Divers Matt Warner and Shad Steiger.

4. PUBLIC COMMENT –

In person

- **Shad Steiger:** Mr. Steiger introduced himself indicating that he was an employee of MTA as a Worker-Driver and that he had worked for PSNS for 21 years. He referenced item 7A on the agenda that will be considered by the Board and that the PSNS workers recently received their paychecks from the federal government. Due to the shutdown, the paychecks were in the amount of \$0. He outlined how much the proposed temporary suspending of the fares during the shutdown will mean to the riders of the Worker-Driver program. The riders consist of single families of one income, couples where both work at PSNS and more senior employees as well. Young families must continue to pay for daycare, and all still need to put food on the table, pay

for the roof over their head and continue on – all without income. If they drove rather than use the Worker-Driver service, it would cost \$13/day plus gas, increasing traffic on the roads with limited parking available. The drivers take the opportunity to promote the benefit of the Worker-Driver program and the TIP passes. All the impacted families appreciate the Board considering the request to suspend the fares until the federal government reopens.

Virtually

- Mr. Gerhardt introduced himself to the Board. He stated that he has lived in the Belfair area since 1979 and previously served on the MTA Board. He indicated that there is a new development of 99 lots on the property on the other side of the gate at the end of the road at the Belfair Park & Ride. The road on the other side of the gate is a private road, not a county road. He stated that he does not believe the HOA of this development will be able to maintain the road or provide snow removal service. Mr. Gerhardt also referenced the apartment development down the road and the impact on the roads due to the volume of cars. He believes it would be best for maintenance of the road that it be a county road, rather than private.

5. APPROVAL OF AGENDA

Moved that the agenda of October 21, 2025 Mason Transit Authority (MTA) regular board meeting be approved as presented. **Trask/Spurling. Motion carried.**

6. CONSENT AGENDA

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

- A. September 16, 2025 Regular Board meeting minutes; and September 16, 2025 Closed Session meeting minutes.
- B. Check approval: 9/11/2025 – 9/24/2025.

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

7. ACTION ITEMS:

NEW BUSINESS.

7A. Request to Temporarily Suspend Fare Collection on Worker-Driver Routes.

Amy Asher, General Manager, referenced the impact to riders as described earlier by Mr. Steiger.

Moved by Commissioner Trask that Mason Transit Authority approve suspending collection of fares on the Worker-Driver routes until the federal government shutdown ends and reinstatement of the TIP Pass Program resumes.

Prior to a second on the motion, Ms. Asher stated that she would like the Board to designate that the General Manager could reinstate the fare collection/TIP Pass Program rather than having to wait for the next Board meeting.

The motion failed as there was no second on the original motion.

It was **moved** that Mason Transit Authority approve suspending collection of fares on the Worker-Driver routes until the federal government shutdown ends and reinstatement of the TIP Pass

Program resumes and the General Manager was given permission to reinstate the fare collection/TIP Pass Program. **Trask/Neatherlin. Motion carried.**

Ms. Asher informed the Board that Kitsap and Pierce Transit agencies have also suspended collecting fares for their worker-driver programs until the federal government shutdown ends. A joint press release by all three transit agencies will follow.

7B. Request to Terminate MTA Community Van Program. Ms. Asher shared how the Community Van program was used in earlier years and that use of the program has dwindled to only one use this year despite advertising its ability. Given the time and personalized training of those that use the program, the specials have become an easier alternative for the users. **Moved** that the Mason Transit Authority Board adopt Resolution No. 2025-12 approving the termination of Mason Transit Authority's community van program. **Neatherlin/Tarzwell. Motion carried.**

8. DISCUSSION ITEMS:

8A Human Resources Committee Meeting Summary. Haley Dorian, Human Resources Manager, provided a summary the Human Resources Committee meeting on September 17, 2025, as well as described the procedure and timeline for the GM review process. She also indicated that the Board Chair requested an Executive Session to be held at this meeting.

8B Preliminary Discussion on 2026 Budget. Ms. Asher went over the highlights of the early assumptions for the 2026 revenue, operating and capital expenses. Staff are still pulling together cost estimates. She also indicated that she is waiting to hear back from the Department of Revenue as to the 35% increase anomaly in sales tax revenue. For now, sales tax revenue is conservatively projected.

9. STAFF REPORTS

General Manager. Ms. Asher shared that two WSTA committees have been hosted at Alderbrook Resort, as well as all transit General Managers from around the state.

Ms. Asher also praised Tyler Hildebrandt for his work on updating the tablets in all the vehicles.

Ms. Asher indicated that the Maintenance staff need to meet in person to vote to approve the contract. She anticipates the vote will occur in a couple of weeks.

She also discussed some potential grant funding changes.

Getting back to the comments regarding the road ownership in front of the Belfair Park and Ride. Ms. Asher indicated that the process has been initiated with the County to transfer road ownership.

Finance. Lissa McClanahan is in training this week. Ms. Asher indicated that Ms. McClanahan continues to work on the audit. The 2023 audit is nearly uploaded and she anticipates that the auditors will be on-site in November. Once that audit wraps up, the 2024 audit preparations will begin.

Maintenance. Paul Bolte, Facilities and Fleet Maintenance Manager, reported to the Board vehicles and shelters were ordered and those that have arrived. The Facilities team is working on the YMCA shelter, as well as the seats, poles and lights that have arrived. This makes it easier for drivers to see waiting riders. Also, lights are being placed in shelters to accomplish the same goal of being able to see waiting riders.

Operations. Jason Rowe, Operations Manager, shared that MTA served just under 1,000 riders at Oysterfest. He also spoke on other community partnerships promoted in the Journal of relating to serving members of the Grays Harbor County ridership needing transportation to dialysis treatment in Shelton.

10. EXECUTIVE SESSION:

The Board Chair announced that the purpose of the Executive Session was for the purpose of an evaluation of a public employee pursuant to RCW 42.30.110(1)(g). He stated that the Board members and Human Resources Manager were to remain in the room and all others were excused. The Board Chair stated the Board would be in Executive Session commencing at 1:46 pm until 1:56 pm. The meeting was still at quorum.

Open public session was opened at 1:56 PM.

11. COMMENTS BY BOARD:

[None]

12. UPCOMING MEETINGS

**Mason Transit Authority
Regular Board Meeting
November 18, 2025 at 1:00 PM**
MTA Transit-Community Center
Conference Room
601 West Franklin Street
Shelton

**And UPCOMING MTA BOARD
COMPOSITION COMMITTEE
MEETING:**

**Mason Transit Authority
Board Composition Review Committee**
(to be conducted immediately following November 18 Regular Board meeting)
MTA Transit-Community Center
Conference Room
601 West Franklin Street
Shelton

Moved that the meeting be adjourned.

13. ADJOURNED: 1:57 PM