



The attached minutes of the Mason Transit Authority regular meeting held on the 18<sup>th</sup> day of November, 2025 were approved by the Mason Transit Authority Board, by motion, on this 16<sup>th</sup> day of December, 2025.

DocuSigned by:  
*John Sheridan*  
CB8EEFBDC8D64AF...  
John Sheridan, Chair

DocuSigned by:  
*Wes Martin*  
530C0645CF7B430...  
Wes Martin, Vice Chair

DocuSigned by:  
*Cyndy Brehmeyer*  
58C4F4F3771E401...  
Cyndy Brehmeyer, Authority Member

\_\_\_\_\_  
Tom Gilmore, Authority Member

DocuSigned by:  
*Richard Lee*  
2A09D079A2FC44A...  
Richard Lee, Authority Member

Signed by:  
*Randy Neatherlin*  
39A77CFA629F457...  
Randy Neatherlin, Authority Member

\_\_\_\_\_  
Ryan Spurling, Authority Member

Signed by:  
*Pat Tarzwell*  
9C0421FEEF92474...  
Pat Tarzwell, Authority Member

Signed by:  
*Sharon Trask*  
CCF75A9CCEB0422...  
Sharon Trask, Authority Member

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

DATE: 12/30/2025

**Mason Transit Authority  
Minutes of the Regular Board Meeting  
November 18, 2025  
Virtually and at  
MTA Transit-Community Center  
Conference Room  
601 West Franklin Street  
Shelton**



**OPENING PROTOCOL**

**1. CALL TO ORDER:** 1:01 p.m.

**2. PLEDGE OF ALLEGIANCE**

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

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

**Authority Voting Board Members Present via Zoom:** Tom Gilmore.

**Authority Voting Board Members Not Present:** Sharon Trask.

**Authority Non-voting Board Member Present Virtually:** Zachary Collins, Business Representative, IAM and AW, District Lodge 160.

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

**MTA Staff present at the T-CC:** Haley Dorian, HR Manager; Jason Rowe, Operations Manager; Paul Bolte, Facilities & Fleet Maintenance Manager; Lissa McClanahan, Finance Director, Tracy Becht, Clerk of the Authority Board and Tyler Hildebrandt, IT Administrator.

**Staff and Others Present Virtually:** Amy Asher, General Manager.

**Others Present:** Rob Johnson, Legal Counsel.

**4. PUBLIC COMMENT** – *[None present virtually or in person]*

**5. APPROVAL OF AGENDA**

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

## 6. CONSENT AGENDA

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

- A. October 21, 2025 Regular Board meeting minutes.
- B. Check approval: 10.8.2025 – 10.30.2025.

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

## 7. CLOSED SESSION

[Pat Tarzwell entered the meeting virtually at 1:09 pm] [*Zac Collins left the virtual meeting at 1:03 pm.*]

The Board Chair announced that the closed session would open at 1:16 pm. Voting Board members, Legal Counsel, General Manager, HR Manager and Fleet and Facilities Manager remained in the meeting. Non-voting Board Member Zac Collins left the meeting, Jason Rowe, Operations Manager, Lissa McClanahan, Finance Manager, Tracy Becht, Clerk of the Board, Tyler Hildebrandt, IT Administrator and John Piety were excused from meeting.

**Adjourned Closed Session** at 1:16 PM

**Open Public Meeting** at 1:16 PM [Zac Collins returned to the meeting/virtually]

## 8. ACTION ITEMS:

UNFINISHED BUSINESS. [None.]

NEW BUSINESS.

**8A. Union Contract for Mechanics and Facilities.** Amy Asher, General Manager, updated the Board as to wage increases and other items agreed upon by the mechanics and facilities staff. She shared that they had voted to approve and ratify the contract as presented to the Board. Staff is now asking the Board to consider approving the contract and to approve the General Manager signing the contract. **Moved** that the Mason Transit Authority Board approve the agreement between Mason Transit Authority and the International Association of Machinists and Aerospace Workers District Lodge 160 for Maintenance and Facilities staff and approve Resolution No. 2025-13 authorizing the General Manager to sign the Agreement. **Martin/Neatherlin. Motion carried.**

**8B. Surplus Vehicles.** Ms. Asher shared that the vehicles identified have all exceeded their useful life and are ready for surplus. She recommended that vehicles 7628, 7630 and 7631 be surplus by making them eligible for the MTA Van Grant program and that vehicles 2000 and 004 be surplus as provided in MTA's policy. **Moved** that the Mason Transit Authority Board adopt Resolution No. 2025-14 declaring and approving the surplus and disposal of vehicles as set forth herein *and allowing staff that if it is deemed wise, to have surplus vehicles as part of a van grant.* **Neatherlin/Martin. Motion carried.**

## **9. DISCUSSION ITEMS:**

**9A Discussion of 2026 Regular Board Meeting Schedule & Location.** Ms. Asher summarized meeting locations in prior years, benefits and drawbacks to certain locations and that staff is looking for direction for next year. Staff is seeking feedback from the Board relating to the April/August meeting. Board member Neatherlin stated that he felt it was important to continue holding the April meeting in the Hoodsport area so that citizens of that area could easily attend a Board meeting. Board member Spurling agreed. Further direction from the Board included continuing the trend of not holding a meeting in August.

**9B Second Discussion on 2026 Budget.** Ms. Asher went over the highlights of the early assumptions for the 2026 revenue, operating and capital expenses, as well as wages. Staff are still pulling together cost estimates. She also indicated that she is waiting to hear back regarding the 2026 L&I rates. Sales tax revenue is still conservatively projected. She also indicated that MTA would continue to remain fare free through June, 2027. Additionally, the delivery date of six cutaways will not be delivered until 2026, which accounts for the increase in the 2026 capital budget. Ms. Asher also spoke of the information relating to wages and benefits.

She will be bringing the 2026 Budget to Board for consideration and approval in December.

**9C Citizen Advisor for 2026.** Ms. Asher indicated that in 2024 the Board had extended Mr. Piety's term of Citizen Advisor through 2025. Mr. Piety has indicated his desire to continue to serve as Citizen Advisor in 2026. Staff is looking to the Board as to whether they will extend Mr. Piety's term for another year or whether staff will need to make arrangements to advertise for other members of the public the opportunity to serve as Citizen Advisor. The Board were in favor of reappointing John Piety for a year.

**9D Election of MTA Officers for 2026.** Ms. Asher indicated that customarily the Board elects its Board Chair and Vice Chair in December of the preceding year. In 2026, the MTA Board will have one new member. She encouraged Board members to consider who they would nominate for the 2026 Board Chair and Vice Chair at the Board's December meeting.

## **10. STAFF REPORTS**

**Human Resources Manager.** Ms. Dorian shared that MTA had participated in the Trunk or Treat event and that MTA was awarded the Best Community Trunk award. The creator of the bus theme and decorations was MTA's Outreach Coordinator, Anja Reynolds with other staff assisting. Ms. Dorian also mentioned the recent Health Fair held at the T-CC. Additional HR recruiting of drivers will begin soon and there was discussion related to the various recruitment opportunities she uses to secure quality driver candidates.

**General Manager.** Ms. Asher stated Ms. Dorian was humble in her discussion of the Health Fair and praised her for her hard work and the number of vendors that attended. She also described that the WSTA Board of Directors meeting was held at the Alderbrook and MTA provided a tour of the T-CC. Mr. Rowe had arranged for transportation to and from the resort and driver Charity Archuleta provided the WSTA Board with a wonderful ride experience to the T-CC. While at the T-CC, Steve Weisenbach shared his great knowledge of the community and the partnership aspect provided by the T-CC.

Ms. Asher also stated that the fare collection will not be resuming until January, allowing for additional time for the ridership to begin receiving their funds.

**Finance.** Lissa McClanahan, Finance Director summarized the financial information provided and stated that she is working with the outside CPA in connection with the 2023 audit. She also requested feedback as to how the financial information is provided and Board member Martin responded that he liked the format of how the information is provided.

**Maintenance.** Paul Bolte, Facilities and Fleet Maintenance Manager, reported to the Board that the facilities team has been working on the remodeling of the dispatch area and indoor painting of certain areas of the T-CC. The maintenance team has been working on fixing two buses that were involved in accidents (MTA was not at fault in either). There was discussion between staff and the Board of various interim trainings for drivers and quarterly agency-wide safety meetings with representatives from each area of MTA.

**Operations.** Jason Rowe, Operations Manager, shared that the October ridership was a higher month so far. The special events have helped in reaching that number. Mr. Rowe stated that all four drivers of the recent training class have passed their CDL exams.

**11. 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 1:51 pm until 2:17 pm. [*Board member Tarzwell departed virtual attendance at the meeting.*] At 2:17 pm, it was stated that the meeting would continue to be in Executive Session until 2:22 pm. The meeting was still at quorum.

Open public session was opened at 2:22 pm.

**12. COMMENTS BY BOARD:**

Board member Neatherlin provided an update and recognition of former MTA driver Dan Sharp.

**13. UPCOMING MEETINGS**

**UPCOMING MTA BOARD  
COMPOSITION COMMITTEE  
MEETING (*continued*):**

*(to be conducted immediately following November 18 Regular Board meeting)*

MTA Transit-Community Center  
Conference Room  
601 West Franklin Street  
Shelton

**Mason Transit Authority**  
**Regular Board Meeting**  
**December 16, 2025 at 1:00 PM**  
MTA Transit-Community Center  
Conference Room  
601 West Franklin Street  
Shelton

**Moved** that the meeting be adjourned.

**14. ADJOURNED: 2:25 PM**