



The attached minutes of the Mason Transit Authority regular meeting held on the 16<sup>th</sup> day of December, 2025 were approved by the Mason Transit Authority Board, by motion, on this 17<sup>th</sup> day of February, 2026.

Signed by:

*Randy Neatherlin*

29A77CFA629F457  
Randy Neatherlin, Chair

DocuSigned by:

*Wes Martin*

550C0645CF7B450...  
Wes Martin, Vice Chair

DocuSigned by:

*Cyndy Brehmeyer*

58C4F4F3771E401...  
Cyndy Brehmeyer, Authority Member

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

DocuSigned by:

*Richard Lee*

54A3CBFD95D8413...  
Richard Lee, Authority Member

Signed by:

*Pat Tarzwell*

9C0421F5EE92474...  
Pat Tarzwell, Authority Member

Signed by:

*Sharon Trask*

CCF75A9CCEB0422...  
Sharon Trask, Authority Member

\_\_\_\_\_  
[Vacant]

\_\_\_\_\_  
[Vacant]

DocuSigned by:

ATTEST: *Tracy Becht*

721D7A4FE9BC34A5...  
Tracy Becht, Clerk of the Board

DATE: 2/20/2026

**Mason Transit Authority  
Minutes of the Regular Board Meeting  
December 16, 2025  
Virtually and at  
MTA 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 the T-CC:** John Sheridan, Board Chair; Vice Chair Wes Martin, Board members Cyndy Brehmeyer, Richard Lee, Randy Neatherlin, Pat Tarzwell and Sharon Trask.

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

**Authority Voting Board Members Not Present:** Tom Gilmore and Ryan Spurling.

**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 the T-CC:** John Piety

**MTA Staff present at the T-CC:** Amy Asher, General Manager, 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:** Laura Moxham, WSDOT (*left meeting at 1:10 pm*)

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

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

**5. APPROVAL OF AGENDA**

**Moved** that the agenda of December 16, 2025 Mason Transit Authority (MTA) regular board meeting be approved as presented. **Neatherlin/Trask. Motion carried.**

## **6. ELECTION OF OFFICERS.**

A. Board Chair Sheridan called for nominations for the position of **Board Chair** for 2026:

- Board member Neatherlin was nominated by Board member Trask to serve as Chair for 2026.
- Board member Neatherlin accepted the nomination to serve as Board Chair.
- There were two additional calls for any further nominations for Board Chair and no other nominations were brought forward.
- **Motion:** Board member Neatherlin was nominated by Board member Trask to serve as Chair for 2026, and Board member Neatherlin accepted the nomination. **Trask/Tarzwell. Motion carried.**

B. Board Chair Sheridan called for nominations for the position of **Board Vice Chair** for 2026:

- Boardmember Neatherlin nominated Board member Trask to serve as Vice Chair for 2026.
- Board member Trask declined the nomination.
- Board member Neatherlin nominated Board Member Martin to serve as Vice Chair for 2026.
- There was one additional call for nominations for Board Vice Chair and no other nominations were brought forward.
- Board member Martin accepted the nomination to serve as Vice Chair.
- **Motion:** Board member Neatherlin nominated Board member Martin to serve as Vice Chair for 2026 and he accepted the nomination. **Neatherlin/Tarzwell. Motion carried.**

## **7. CONSENT AGENDA**

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

- A. November 18, 2025 Regular Board meeting minutes.
- B. Check approval: 11.5.2025 – 11.21.2025.
- C. **Move** that the Mason Transit Authority Board approve Resolution No. 2025-15 establishing the 2026 schedule of regular meetings.
- D. **Move** that the Mason Transit Authority Board approve Resolution No. 2025-16 that approves the Regional Mobility Grant Agreement Amendment GCB2282-01 and authorizing the General Manager to sign same.
- E. **Move** that the Mason Transit Authority Board extend the term of current Citizen Advisor John Piety through 2026.

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

## **8. ACTION ITEMS:**

UNFINISHED BUSINESS.

**8A. Proposed 2026 Budget.** Amy Asher, General Manager, walked in an updated budget since the posting of the Board packet on Friday, December 12, 2025. She went over

the changes made since last month's meeting and walked through the details of changes. She indicated changes as a result of the approval of the mechanics' contract. Ms. Asher also indicated that she was tightening up the budget this year. For several previous years, budgets had to allow for many unknowns, such as the effects of the pandemic and supply chain issues, inflation and other such economic impacts. This year she is tightening up the budget to be closer to expectations. Page 3 and budget notes identified in the right-hand column on the chart were referred to for further information.

Ms. Asher further described other impacts on the budget, such as:

- MTA may be adding another Worker-Driver route.
- Sales tax income.
- Rental income reduced.
- Investment income conservative.
- Discussed wages and reduction in Labor and Industries as well as PERS contributions determined by the State were significant.
- Discussed Budget Notes and section in detail and reasoning behind the decisions.
- \$1,249,000 (under MTA funding/Pg 13) also discussed placement and step scale.

**Moved** that the Mason Transit Authority approve Resolution No. 2025-17 adopting the 2026 Budget and Compensation Plan. **Trask/Tarzwell. Motion carried.**

NEW BUSINESS. [None.]

## **9. DISCUSSION ITEMS:**

### **9A Discussion of Lease of Belfair Meeting Room as Temporary Library Space.**

Ms. Asher summarized that the Regional Director of the Belfair Timberland Regional Library had telephoned Amy as she was interested in possibly using the MTA Conference Room and two desks outside the conference room. Ms. Asher is currently waiting to hear from DOT for authority to be able to rent the space out. The space would be used beginning at 10am Tuesdays through Saturdays. **Moved** that the General Manager had the authority to enter into a short-term lease with the Timberland Regional Library for the use of the Belfair Park & Ride Building Conference Room and desk stations. **Tarzwell/Trask. Motion carried.**

**9B. Van Grant Ranking Process.** Ms. Asher mentioned that at a previous Board meeting a Board member had expressed a desire to be a part of the van grant program scoring panel. The notice to submit applications has already been published and, as of this date, four applications have already been received. Ms. Asher asked for any Board member to volunteer. Board members Neatherlin and Lee volunteered.

## **10. STAFF REPORTS**

**Human Resources Manager.** Ms. Dorian shared that she is working on year end details relating to MTA's Well City designation. If MTA meets all the standards to receive the designation standard, it will be a financial benefit for MTA. HR and Operations continue to move ahead with the driver recruitment.

**Finance.** Lissa McClanahan, Finance Director shared that the November fuel prices are at zero due to the propane conversions made on the vehicles. She went over the various highlights in the financial documents.

**Maintenance.** Paul Bolte, Facilities and Fleet Maintenance Manager, reported to the Board that his team is in the process of winding down all projects, except the YMCA pad for a new shelter, which will be finished in early 2026. More than 50% of the cutaway vehicles are operating on propane.

**Operations.** Jason Rowe, Operations Manager, described that although the November ridership numbers appear lower, it is due to less service days due to holidays. MTA has already surpassed last year's ridership numbers.

**11. EXECUTIVE SESSION:**

The Board Chair announced that 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 1:50 pm until 2:10 pm. At 2:10 pm, it was stated that the meeting would continue to be in Executive Session until 2:15 pm. The meeting was at quorum throughout the Executive Session.

Open public session was opened at 2:15 pm.

Moved to approve a 1½% increase for Ms. Asher. **Martin/Trask. Motion carried.**

**12. COMMENTS BY BOARD:**

Board members Martin and Neatherlin shared their appreciation for all of Board Chair Sheridan's work on Ms. Asher's review.

**13. UPCOMING MEETINGS**

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

*(to be conducted immediately following December 16 Regular Board meeting)*

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

*(upcoming meetings, continued)*

**Mason Transit Authority**

**Regular Board Meeting**

**January 20, 2026 at 1:00 PM**

MTA Transit-Community Center

Conference Room

601 West Franklin Street

Shelton

**Moved** that the meeting be adjourned.

**14. ADJOURNED: 2:19 PM**