



The attached minutes of the Mason Transit Authority regular meeting held on the 21<sup>st</sup> day of April, 2026 were approved by the Mason Transit Authority Board, by motion, on this 19<sup>th</sup> day of May, 2026.

Signed by:

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Randy Neatherlin, Chair

DocuSigned by:

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Wes Martin, Vice Chair

DocuSigned by:

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Cindy Brehmeyer, Authority Member

Signed by:

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Tom Gilmore, Authority Member

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Richard Lee, Authority Member

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Pam Schlauderaff, Authority Member

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Judy Scott, Authority Member

Signed by:

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Pat Tarzwell, Authority Member

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Sharon Trask, Authority Member

DocuSigned by:

ATTEST:

721D7A4E0D934A8...  
Tracy Becht, Clerk of the Board

DATE: 5/29/2026

**Mason Transit Authority  
Minutes of the Regular Board Meeting  
April 21, 2026  
*Virtually and at*  
Hoodsport Library  
Conference Room  
40 N. Schoolhouse Hill Road  
Hoodsport**



**OPENING PROTOCOL**

**1. CALL TO ORDER:** 1:04 p.m.

**2. PLEDGE OF ALLEGIANCE**

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

**Authority Voting Board Members Present at the Library:**

Randy Neatherlin, Board Chair; Vice Chair Wes Martin, Board members Cyndy Brehmeyer, Judy Scott, Pat Tarzwell and Sharon Trask.

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

**Authority Voting Board Members Not Present:** Richard Lee and Pam Schlauderaff.

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

**Citizen Advisor to the Board Present:** John Piety

**MTA Staff present at the T-CC:** Amy Asher, General Manager; Paul Bolte, Facilities & Fleet Maintenance Manager; Lissa McClanahan, Finance Manager; Haley Dorian, Human Resources Manager; Tracy Becht, Clerk of the Authority Board and Tyler Hildebrandt, IT Administrator.

**Staff and Others Present Virtually:** [None]

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

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

**5. APPROVAL OF AGENDA**

MTA General Manager, Amy Asher, indicated that she was walking in a change to item 9C on the agenda due to yesterday's accident with one of MTA's parked cutaway buses in downtown Shelton. Additionally, given the lack of privacy of the conference room, the Closed Session will be rescheduled to another day and held at the T-CC. **Moved** that the

agenda of April 21, 2026 Mason Transit Authority (MTA) regular board meeting be approved as presented and as amended. **Trask/Tarzwell. Motion carried.**

**6. INTRODUCTION OF NEW BOARD MEMBER JUDY SCOTT**

The Board Chair stated it was his honor to work with Ms. Scott at the Port of Allyn. Ms. Scott shared that she really enjoyed the orientation program that Mason Transit provides. She had previously been an MTA Board member and at that time they did not have an orientation program. She learned a great deal about transit this time.

**7. ACTION ITEM – MINUTES**

Approval of the following minutes:

- A. March 17, 2026 Regular Board meeting minutes.
- B. April 17, 2026 Special Board meeting minutes.

**Tarzwell/Brehmeyer. Motion carried.**

**8. CONSENT AGENDA**

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

- A. Check approval: 3/11/2026 – 3/25/2026
- B. Approval of multiple amendatory contracts with WSDOT re titles (Resolution No. 2026-11)
- C. Approval of disposition of surplus parts (Resolution No. 2026-12)

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

**9. ACTION ITEMS:**

UNFINISHED BUSINESS. [None.]

NEW BUSINESS.

**9A. Approval of Johns Prairie Road Share Safety Initiative.** Ms. Asher shared that she had been contacted by PUD3 regarding the safety initiative to promote safety awareness. Ms. Asher stated that MTA has already placed jersey barriers near the Johns Prairie building because of two accidents involving vehicles that nearly came in contact with the building. A board member asked if signing this contract would involve money, to which she indicated no. It will involve MTA providing communication and training, which can be easily incorporated into existing avenues. **Moved** that the Mason Transit Authority approve Resolution No. 2026-13 authorizing the General Manager to sign the Johns Prairie Road Shared Safety Initiative Cooperative Agreement. **Trask/Tarzwell. Motion carried.**

**7B. Update to POL-205 Public Records Request Policy.** Ms. Asher shared that this change was due to MTA being made aware that the policy needed to be updated to reflect

the reasons why creating an index would be unduly burdensome. MTA previously made this statement in its policies since 2014 but did not state why it was burdensome. Case law indicates that stating why it is unduly burdensome should be included. **Moved** that the Mason Transit Authority approve Resolution No. 2026-14 updating POL-205 Public Records Request Policy. **Tarzwel/Trask. Motion carried.**

**7C. Surplus Vehicles.** As Ms. Asher stated at the beginning of the Board meeting, one of the cutaways that MTA had received in 2024 had been hit by another vehicle while it was parked and significant damage had been done. It will take many months for repairs, if they can be done as the damage was significant. Since the draft Board packet was posted, it was determined that removing vehicle 470 from the list and keeping it in our fleet for the timing was the best temporary solution.

Ms. Asher went on further to describe why the vehicles were being surplused and, as indicated in the agenda, Northwest Bus Sales offered \$37,000 for the five cutaway buses. She recommended that this was the best option under MTA's surplus policy.

**Moved** that the Mason Transit Authority Board approve Resolution No. 2026-15 declaring and approving the surplus and disposal of vehicles as set forth therein. **Tarzwel/Trask. Motion carried.**

## **10. STAFF REPORTS**

**General Manager.** Ms. Asher reported that negotiations with IAM representing the MTA Operators recently opened. Negotiations will resume on Monday, May 4.

**Human Resources Manager.** Haley Dorian described how MTA was awarded the Well City Award and received the benefit of a lower price on insurance premiums. MTA is currently involved in a month-long Wellness Challenge in which participants are accomplishing two small goals each day. Additionally, Mason Transit is recruiting for an Accounting Coordinator.

**Maintenance.** Paul Bolte, Facilities and Fleet Maintenance Manager, shared with the Board that the recently received cutaways are undergoing conversion to propane. At this time, MTA is paying \$30,000 more for fuel this month.

**Finance.** Lissa McClanahan shared that MTA is nearing the end of the 2023 audit and hoping to have the exit interview soon. Meanwhile, her team is getting ready for the 2024 audit.

## **11. COMMENTS BY BOARD:**

The Board Chair expressed his appreciation for everyone coming to Hoodsport for this meeting.

**12. UPCOMING MEETING**

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

**Moved** that the meeting be adjourned.

**13. ADJOURNED: 1:28 PM**