



PO BOX 870  
 MOSES LAKE, WA 98837  
 509-765-0898 | 1-888-482-2877  
 www.granttransit.com



PTBA MEETING MINUTES  
 May 20, 2021

Held at: Grant Transit Authority, (ZOOM Meeting)

**Board Members Present**

Chair, Mayor Bruce Reim, Ephrata  
 Vice Chair, Councilman Don Myers, Moses Lake  
 Mayor, Kevin Newland, Wilson Creek  
 Mayor, ShirleyRae Maes, Coulee City  
 Councilwoman, Michelle Agliano, Soap Lake  
 Mayor, Diane Kohout, Electric City  
 Councilman, Dylan Kling, Quincy  
 Commissioner, Cindy Carter, Grant County  
 Rhonda Bowers, ATU Representative

**Board Members Absent**

Councilman, Byron Starkey, Warden

**Staff Present**

*Greg Wright, General Manager*  
*Saira Martinez, Administrative & ACCESS Coordinator/Board Clerk*  
*Brandy Heston, Administrative Services Manager*  
*Kendra Moos, Human Resources Manager*  
*Thomas Leighty, Facility & Maintenance Manager*

The meeting of the Grant Transit Authority Board of Directors was called to order by Board Chair Mayor Reim, at 6:15pm. Pledge of Allegiance was recited. Roll call was taken by Saira Martinez, GTA Board Clerk, 8 Board Members were present and 2 were absent.

**Executive Session**

The Board of Directors went into executive session at 6:15pm to discuss contract negotiations.

The meeting of the Grant Transit Authority Board of Directors was called to order by Board Chair, Mayor Reim, at 6:30pm.

Another roll call was taken by Saira Martinez. 8 Board Members were present and 2 was absent.

**Consent Agenda**

Commissioner Carter made a motion to approve the Consent Agenda. Councilwoman Agliano seconded the motion, motion unanimously carried.

**Treasurers Report, review and approval of vouchers**

Finance Officer, Amy Allred, went over the expenses for the month.

ATU Representative, Rhonda Bowers, entered the meeting at 6:33pm.

**Public Comments**

None

## Battery Electric Bus Project – Update

The second Pre-Production Meeting with Green Power Motors was held on April 28, 2021. The purpose of Pre-Production meetings is to verify vehicle configurations/specifications, verify terms of the production process, review and clarify required documentation for the vehicles, clarify vehicle acceptance and delivery matters. We hope to have a build schedule soon that will address when the 1<sup>st</sup> vehicle is on the production line to when the last vehicle is shipped to GTA.

## Unfinished Business

NONE

## New Business

### a. **Out of State Travel**

At last month's board meeting, General Manger, Greg Wright, mentioned out of state travel for him and Maintenance Manager Thomas Leighty for pre-award purposes. After a short discussion, Mayor Maes made a motion to approve up to \$4000 for out of state travel for Greg Wright and Thomas Leighty. Councilman Kling seconded the motion, motion unanimously carried.

### b. **Purchase Order - Gillig**

Mayor Maes made a motion to approve Purchase Order 014-2021, Gillig. Mayor Newland seconded the motion, motion unanimously carried.

### c. **Resolution NO. 21-08, DIVCO**

Vice Chair, Councilman Myers made a motion to approve Resolution NO. 21-08, DIVCO. Commissioner Carter seconded the motion, motion unanimously carried.

### d. **Operation Managers Job Description**

Human Resources Manager, Kendra Moos, explained that there were minor changes done to the Operation Managers Job Description. Councilman Kling made a motion to approve the updated Operation Managers Job Description. Councilwoman Agliano seconded the motion, motion unanimously carried.

## General Manager's Report

- **Coronavirus Response and Relief Supplemental Appropriations Act Funding (CRRSAA) Update**

GTA received CRRSAA funding in the amount of \$4,581,700 at 100% federal share with no local match. This funding can be used for allowable capital, operating, and administrative expenses related to COVID-19. WSDOT hopes to get the agreements out in the next week or two.

- **American Rescue Plan Act**

The ARP was signed into law on March 11, 2021, with \$30.46 billion allocated for transit nationwide. GTA will receive funding from ARP distributed through WSDOT, amount not yet determined.

- **SAO Exit Conference**

The SAO Exit Conference was held April 20th via Zoom. The Financial Statement Audit for the period of January 1, 2018 through December 31, and the Federal Single Audit for the period of January 1st, 2019 through December 31st, 2019, were reviewed with no findings with either audit. GTA will begin preparing for the agency's next Single Federal Audit for the period of January 1st, 2020 through December 31st, 2020.

- **WSDOT Consolidated Grant Program - 21-23 Biennium**

GTA received Consolidated Grant Awards in the amounts of \$240,000 for the funding of two propane-fueled cutaways and \$1,500 million in operating funds (Award Letters Attached).

The Operations Report was available for Board Members to review.

**People for People**

The People for People report was presented to the Board of Directors.

**Other:**

The next regular GTA Board of Directors Meeting will be held via Zoom on Thursday, June 17, 2021 at 6:30pm.

Mayor Newland made a motion to adjourn the meeting. Councilman Kling seconded the motion, meeting was adjourned at 7:10pm.

Attested:



Saira Martinez  
Administrative & ACCESS Coordinator  
Board Clerk

I certify that this is a true copy of the accepted GTA meeting minutes.



\_\_\_\_\_  
Board Member