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PTBA MEETING MINUTES
 July 15, 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
 Councilman, Dylan Kling, Quincy
 Mayor, ShirleyRae Maes, Coulee City
 Councilwoman, Michelle Agliano, Soap Lake
 Rhonda Bowers, ATU Representative

Staff Present

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

Board Members Absent

Councilman, Byron Starkey, Warden
 Mayor, Diane Kohout, Electric City
 Commissioner, Cindy Carter, Grant County

The meeting of the Grant Transit Authority Board of Directors was called to order by Board Chair, Mayor Reim at 6:30pm. Pledge of Allegiance was recited. Roll call was taken by Saira Martinez, GTA Board Clerk, 7 Board Members were present and 3 were absent.

Consent Agenda

Mayor Maes made a motion to approve the Consent Agenda. Councilman Kling seconded the motion, motion unanimously carried.

Commissioner Carter entered the meeting at 6:32pm.

Treasurers Report, review and approval of vouchers

Finance Officer, Amy Allred, went over the expenses for the month. Board Chair Mayor Reim & Vice Chair Councilman Myers noted that they are very pleased on how the financial report is being reported.

Public Comments

None

Battery Electric Bus Project – Update

General Manager, Greg Wright, presented GTA's newsletter with graphics and updates regarding the Battery Electric Bus Project. The board members were pleased with the new design and graphics of the electric buses. Greg explained that Momentum Dynamics, the company partnering with Green Power Motors, released an RFP for the design, engineering, and construction for the inductive charging infrastructure.

There will be two Momentum Dynamics teams working on the project, one team focused on the ground charging infrastructure, and the second team working on the vehicle integration charging components. Momentum Dynamics planned on scheduling a kick-off meeting with GTA a couple of weeks ago but had to push back the meeting and we are now planning on having the meeting within the next two weeks. This meeting will provide a detailed project schedule and timelines for the charging portion of the project.

Momentum Dynamics will also begin discussions with the Grant County PUD regarding power demand management and timing impacts to the grid. Regarding the bus builds, Green Power Motors is currently on task preparing internal work orders and material ordering.

Unfinished Business

a. Resolution NO. 21-10, Atlas Copco Compressors LLC Agreement

Maintenance & Facilities Manager, Thomas Leighty, explained that the air compressor that is currently in the shop has not been serviced in the last 10 years since the shop was built. This agreement is a 5-year agreement to service the compressor. Mayor Newland and Vice Chair Councilman Myers had a few questions regarding the compressor. After a short discussion, Councilwoman Agliano made a motion to approve Resolution NO. 21-10, Atlas Copco Compressors LLC Agreement. Mayor Maes seconded the motion, motion unanimously carried. After the motion was made, Councilman Myers commented that he is having a tough time agreeing to this agreement. Mayor Newland agreed. Councilman Myers explained that the cost of the maintenance is too much and there are ways to maintain the compressor yourself. After a short discussion, a vote was taken, and the motion unanimously failed.

New Business

a. Transit Development Plan

Operations Manager, Stephanie Guettinger, briefly went over the TDP. The TDP and Annual Report is required under RCW 35.58.2795 and provides the framework for guiding GTA's service delivery over the next 6 years. It is reviewed annually and amended to reflect funding realities and changing service & fleet needs. The TDP requires a public hearing, and the board chair will need to call for this public hearing to happen at next month's board meeting. Mayor Newland made a motion to call for public hearing at next month's board meeting. Councilwoman Agliano seconded the motion, motion unanimously carried.

b. Resolution NO. 21-11, Interagency Data Sharing Agreement

Mayor Maes made a motion to approve Resolution NO. 21-11, Interagency Data Sharing Agreement. Councilman Kling seconded the motion, motion unanimously carried.

c. Resolution NO. 21-12, Amended Restricted Reserve Funds Policy

Operations Manager, Stephanie Guettinger, explained that this policy is to get back on track and establish restricted reserve guidelines. Mayor Newland made a motion to approve Resolution NO. 21-12, Amended Restricted Reserve Funds Policy. Councilman Kling seconded the motion, motion unanimously carried.

d. Request For Bids (RFB) 01-2021

Maintenance & Facilities Manager, Thomas Leighty, explained that when he first began working for GTA, he noticed a lot of service calls to replace tires. Thomas recommends going out for bids to supply our tires at a certain price. Mayor Maes made a motion to release RFB 01-2021. Councilwoman Agliano seconded motion, motion unanimously carried.

e. Transit Vehicle Cleaner Amendment

Mayor Newland made a motion to approve Transit Vehicle Cleaner Amendment. Vice Chair Councilman Myers seconded the motion, motion unanimously carried.

f. STA Surplus Buses

Maintenance & Facilities Manager, Thomas Leighty, explained that we have the opportunity to purchase 4 Spokane Transit surplus buses for \$4000 apiece. These are 2005 low floor coaches. More information will be brought to the next board meeting.

General Manager's Report

• **SAO – Federal Single Audit**

Brandy has been working with the State Auditor's Office to schedule GTA's Single Federal Audit and looking at an early August start date. Both Brandy and Stephanie will begin working on pre-audit documentation requests once received from the SAO. GTA expended over \$750,000 during fiscal year 2020, meeting the threshold requiring the Single Federal Audit. The largest portion of federal funding came from the CARES Act.

• **Capital Facilities Project**

With the hiring of our new maintenance manager, it's time to start thinking about finishing the second half of the maintenance facility. When GTA received ARRA funding in 2009, the funding covered the construction of the administration-operations building, the fleet parking canopy, and enough to build half of the maintenance facility. It was planned to be finished around 2016 contingent upon grant funding but did not happen.

As GTA moves forward with the battery electric bus project, we have identified necessary electrification infrastructure that needs to be included in the 2nd half of the maintenance building. GTA will prepare and submit a Regional Mobility Grant for the 2023-2025 biennium to obtain funding.

• **FTA Funding**

WSDOT anticipates that the FTA's Bus and Bus Facilities program funding announcement will happen sometime this summer. Staff has discussed seeking grant funding for two additional replacement 29' Gillig clean diesel coaches and two propane powered cutaways.

Beginning next month, Stephanie will be reporting on all FTA/WSDOT funding opportunities/updates in her monthly Financial Resource Managers board report.

The Operations, Financial and Maintenance report were available for the board 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 in-person and via Zoom on Thursday, August 19, 2021, at 6:30pm.

Mayor Maes made a motion to adjourn the meeting. Councilwoman Agliano seconded the motion, meeting was adjourned at 7:56pm.

Attested: 
Saira Martinez
Administrative & ACCESS Coordinator
Board Clerk

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


Board Member