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## PTBA MEETING MINUTES October 21, 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  
Councilman, Byron Starkey, Warden

### **Board Members Absent**

Mayor, ShirleyRae Maes, Coulee City  
Councilwoman, Michelle Agliano, Soap Lake  
Mayor, Diane Kohout, Electric City  
Commissioner, Cindy Carter, Grant County  
Rhonda Bowers, ATU Representative

### **Staff Present**

*Greg Wright, General Manager*  
*Saira Martinez, Administrative & ACCESS Coordinator/Board Clerk*  
*Kendra Moos, Human Resources Manager*  
*Stephanie Guettinger, Financial Resources Manager*  
*Thomas Leighty, Maintenance & Facilities Manager*  
*JoBeth Carlson, Operations Manager*

The meeting of the Grant Transit Authority Board of Directors was called to order by Board Chair, Mayor Reim at 6:00pm. Pledge of Allegiance was recited. Roll call was taken by Saira Martinez, GTA Board Clerk, 5 Board Members were present and 5 were absent.

### **Executive Session**

The Board of Directors went into executive session at 6:00pm for Contract Negotiations.

Councilwoman Agliano entered the executive session at 6:08pm

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

Mayor Maes entered the meeting.

Another roll call was taken by Saira Martinez. 7 Board Members were present and 3 were absent.

### **Consent Agenda**

Mayor Maes 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.

### **Public Comments**

None



## Unfinished Business

### **a. Fares – Clarification**

General Manager, Greg Wright, explained that at last month's board meeting, he brought the fare free discussion to the board of directors. It looks like there might have been some confusion on the fare free end date. Board Chair, Mayor Reim, suggested to rescind the entire motion and create a new motion with the correct dates. Mayor Maes made a motion to rescind the motion on keeping the fares as is with an end date of June 2023 and re-visiting in March 2023. Councilwoman Agliano seconded the motion, motion unanimously carried.

After a short discussion, Mayor Newland made a motion to keep the fares free through December 31, 2022, with a review at September 2022's board meeting. Councilman Kling seconded the motion, motion unanimously carried.

## New Business

### **a. Resolution NO. 21-20, Capital Grant Agreement PTD0325**

Councilman Starkey made a motion to approve Resolution NO. 21-20, Capital Grant Agreement PTD0325. Councilwoman Agliano seconded the motion, motion unanimously carried.

### **b. Resolution NO. 21-21, Capital Grant Agreement PTD0485**

Councilman Kling made a motion to approve Resolution NO. 21-21, Capital Grant Agreement PTD0485. Councilman Starkey seconded the motion, motion unanimously carried. Mayor Newland abstained from the vote.

### **c. Resolution NO. 21-22, Capital Grant Agreement PTD0486**

Councilman Kling made a motion to approve Resolution NO. 21-22, Capital Grant Agreement PTD0486. Councilman Starkey seconded the motion, motion unanimously carried.

### **d. Resolution NO. 21-23, Surplus**

Councilman Kling made a motion to approve Resolution NO. 21-23, Surplus. Mayor Newland seconded the motion, motion unanimously carried.

### **e. Bus & Bus Facilities Grant Application**

This grant application is regarding the 2021 NOFO for 5339 (b) Bus & Bus Facilities grant application. GTA will need to have a letter signed by the board chair acknowledging that GTA has both restricted and non-restricted reserve funds in excess of the 20% required match. Councilman Kling made a motion to approve the Board Chair signing the letter. Councilman Starkey seconded the motion, motion unanimously carried.

## General Manager's Report

### **• Battery Electric Bus Project Update**

I had an opportunity to spend time at Green Power Motors where I toured the factory and observed the production process of the EV Star buses located in Porterville, California. Once the EV Star shell are received from outside the USA, work on the bus begins at the **BUILD-UP AREA** in the facility and then passes through 5 stations before the electrical components are installed including Momentum Dynamics vehicle assembly coil pads, high voltage battery, and destination signs.

The bus then moves to the **COMMISSIONING STATION** where the HV battery is turned on and the bus is checked for all functions of operations. After commissioning, the vehicle is driven under its own power to Complete Coach Works where the side ADA doors and curbside wheelchair lifts are installed. The bus at this point undergoes a final pre delivery inspection and on to detailing.

During my visit, I also:

- ✓ Reviewed the build and delivery schedule update (see newsletter)
- ✓ Reviewed the PDI/Traveler Form
- ✓ Reviewed GPM's work instruction and quality assurance manual
- ✓ Reviewed bus release and transport logistics to Moses Lake
- ✓ Reviewed bus delivery packet documentation
- ✓ Reviewed acceptance of buses and charging infrastructure-payment details & process
- ✓ Met with and had a presentation by I/O Controls on batteries

Momentum Dynamics has entered into agreements with their general contractor and civil engineer for the design, engineering, and construction portion of the project and released an updated timeline (see newsletter).

- **2021 Public Transportation Conference**

The annual Washington State Public Transportation Conference was held last Tuesday and Wednesday virtually, with sessions focused on Zero Emission Bus topics including out of state perspectives from SunLine Transit in Palm Springs California, Foothills Transit in West Covina California, and Alexandra Transit in Virginia, who shared experiences with transitioning their fleets to zero emissions.

Another session focused on transit systems in Washington State (Link Transit, Whatcom Transit Authority, and Everett Transit) that have or are in the process of transitioning to zero emission fleets, sharing their experiences.

The 2022 budget, Financial Resources, Operations & Maintenance reports were available for review

**People for People**

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

**Other:**

NONE

The next regular GTA Board of Directors Meeting will be held via Zoom on Thursday, November 18, 2021, at 6:30pm.

Councilman Starkey made a motion to adjourn the meeting. Mayor Newland seconded the motion, motion unanimously carried. Meeting was adjourned at 7:15pm.

Attested:



Saira Martinez  
Administrative & ACCESS Coordinator  
Board Clerk

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



Board Member