



Minutes of Regular Board Meeting
Wednesday, April 17th, 2024 – 8:30 a.m.
Location - 303 S. 2nd Ave, Suite A, Okanogan, WA

<https://us06web.zoom.us/j/94229007551?pwd=MGJjQlNTbHk2OGJRbzVRMWVHR0VkOT09>

Or by phone: (253) 215 8782; Meeting ID: 942 2900 7551 / Passcode: 893096

Attendees:

- Andy Hover, Commissioner, Okanogan County (Vice-Chairman)
- Kelly Hook, Mayor, City of Pateros
- *Wayne Turner, Mayor of Okanogan
- *Don Childers, Council Member, City of Brewster
- *Brent Timm, General Manager (GM), TranGO
- *Jackie Gleason, Finance/HR Director, TranGO
- * Crystal Hawley, Clerk of the Board/Facilities Coordinator
- Scott DeTro, Attorney
- *Cindy Gagne, Mayor, City of Omak
- *Mike Foth, Operations Manager, TranGO
- *Kolo Moser, Council Member, Oroville
- John McReynolds, CEO, North Valley Hospital

*These participants attended in person.

Absent: Alisa Weddle, Council Member, City of Tonasket, Aaron Studen, Council Member, Town of Twisp and Sally Ranzau, Mayor, Town of Winthrop.

Call to Order and Introductions

Chairperson Gagne called the meeting to order at 8:00 a.m.

Consent Agenda

- a. Agenda
- b. Minutes from March 20, 2024, Regular Meeting
- c. Financial Reports
 - March 2024 Income Statement and Balance Sheet
 - March 2024 Payroll Summary Register
 - March 2024 OCTA Accounts Payable Check Report
 - March 2024 Investment Transfers

Checks	10862-10915	\$94,636.18
Payroll	550-587	\$68,264.59
Bank Drafts		\$56,232.70
Total		\$219,133.47



Motion

Vice-Chairman Turner moved to approve the consent agenda as presented. Motion was seconded. All were in favor. Motion carried unanimously.

Public Comments

There was no public comment at this time.

Old Business:

Discussion: Update on the OCTA-Link connection

Operations Manager, Mike Foth, provided the board with an update on the OCTA-Link connection. GM Timm will have an MOU between OCTA and Link on next month's agenda for the board to review.

Discussion: State of the building [Jess Ford]

General Manager, Brent Timm, updated the board on the state of the Jess Ford building. He was contacted by the owner and the building still was not sold yet to the current occupants, Consumer Auto Liquidators (CAL). He further explained that CAL still have not received their Dodge Franchise/Certification.

New Business:

Motion: Resolution 2024-06 Vehicle Reserve Account

Commissioner Hover moved to approve Resolution 2024-06 for the Vehicle Reserve Account. Deposits in the amount of \$39,000.00 shall be made to such account from the OCTA depository account monthly, effective April 17, 2024. Motion was seconded. All were in favor. Motion was carried unanimously.

Committee Reports:

Finance Committee: There was no report at this time.

Facilities Committee: There was no report at this time.

Personnel Committee: There was no report at this time.

Planning Committee: There was no report at this time.

Executive Committee: There was no report at this time.

Staff Reports:

General Manager, Brent Timm reported the following:

- Okanogan/Chelan Connection – GM Timm and Mike should be on the agenda to present for the Link Transit Board in May. They discussed TranGO's plans during their meeting last month and from staff reports, they are also excited to hear about this connection. The current Apple Line



connection is not always dependable, we have received several phone calls just this week about people getting stranded because they are not running or not giving notice of a change.

- WorkForce Employment Summit – Kim and GM Timm attended a WorkForce Employment Summit held at the Department of Employment Security.
- Senior Symposium – Staff attended the Senior Symposium put on by Edward Jones this past month. This gave us the opportunity to explain our services along with OCTN to help clarify what services each of us provide.
- Replacement Buses/Vehicle Reserve Account – GM Timm has started the planning process for replacement buses for the five (5), 2016 Fords staff are currently using. They are all well above their useful life and are in our plans to be replaced by the beginning of next year. The price of these vehicles has risen significantly over the past few years. With the current price of the vehicles and the amount we are putting into the Vehicle Reserve Account every month, we are going to be short about \$288,000 to cover the cost of five (5) replacement vehicles. We are going to have this on the Board agenda as a recommendation to increase the amount we are putting into this account each month to make sure we have enough money in this account to make up the difference for this price increase.
- Bus Replacement –Mike Foth, Operations Manager, will be putting together a proposal so we can get approval to order these buses. This should be ready by the May Board meeting.
- Staff Recognition – Mike Foth – Mike really enjoys learning to be a leader in the organization. He is putting meaning into making specific changes and being thoughtful as he is taking steps to make intentional decisions. Duane Chavey – Duane is a very conscientious driver both behind the wheel and as an employee. He has a great attitude, which is infectious to fellow employees.

Operation Manager, Mike Foth, reported the following:

Operation Manager Foth updated the board on the OCTA-Linc connection. The three buses he had advertised on Govdeals sold for a total of \$10,300.

Ridership numbers are up from 2023 versus 2024 by 2721 passengers: an increase of 27% in the first three months of 2024.

Finance/HR Director, Jackie Gleason reported the following:

Finance

Operations Manager Foth is now a signer on the Wheatland Bank checking account.

Finance/HR Director Gleason is working on payroll and month end, along with 1st Quarter Taxes. She is also starting on the Annual Report that is due May 29th, 2024, to the State Auditor's Office.

Finance/HR Director Gleason also participated in an MRSC webinar related to the Annual Report.

Human Resources

Finance/HR Director, Gleason attended a WSTA HR Meeting on March 21st and 22nd in Mason County.

Miscellaneous



TranGO was present at the Senior Symposium sponsored by Edward Jones on April 4th, 2024, and Omak Senior Center. Staff set up a booth as a vendor and spoke with participants about our services and how to use them. Finance/HR Director, Gleason covered the morning shift, Clerk Hawley covered the afternoon. Operations Manager Foth and General Manager Timm were in and out all day.

There being no further business to come before the Board, Chairperson Gagne adjourned the meeting at 9:00 a.m.

APPROVED:



Chairperson or Acting Chair



Brent Timm, General Manager

ATTEST:



Crystal Hawley, Clerk of the Board/Facilities Coordinator