

**RECORD OF THE PROCEEDINGS
SKAGIT TRANSIT BOARD OF DIRECTORS**

Wednesday, February 19, 2025

The Skagit Transit Board of Directors met in a regular meeting in Burlington, WA. Commissioner Peter Browning, Board Chair, called the meeting to order at 10:57 a.m. followed by the Pledge of Allegiance and roll call.

Members Present

Peter Browning, Skagit County Commissioner (Chair)
Lisa Janicki, Skagit County Commissioner (Vice Chair)
Bill Aslett, City of Burlington, Mayor
Ashton Sandoval Oaks attended as a representative for Julia Johnson, City of Sedro Woolley, Mayor
Ron Wesen, Skagit County Commissioner
Chantelle Beare attended as a representative for Tracy Cook, Labor Representative (non-voting member)

Members Present via Teleconference

Carolyn Moulton, City of Anacortes, Councilmember
Judy Jones, Community Advisory Committee (Chair, non-voting member)

Members Absent:

Peter Donovan, City of Mount Vernon, Mayor
Matt Miller, City of Anacortes, Mayor
Joe Burns, City of Sedro-Woolley, Councilmember

Providing Legal Counsel:

Staff Present

Jeremy Hoyle, Security Supervisor
Jason Kelley, Northwest Technology
Greg Latham, Director of Operations and Maintenance
Jennifer Davidson, Director of HR and Risk Management
Chris Arkle, Finance/Accounting Manager
Crystle Stidham, Chief Executive Officer
Larissa Farrell, Clerk of the Board
Abby Bissell, HR Generalist
Kelly Myiow, HR Generalist

Staff Present via Teleconference:

Kaitlin West, Rideshare Coordinator
Rebekah Tuno, Grants Manager
Belle Tromp, Operations Manager
Jill Isaacson, Operations Supervisor
Alan Brooks, , Operations Supervisor

Members of Public Present

Caleb Sprou, Skagit Valley Herald

Members of the Public Present via Teleconference:

Skagit L; Ray; Madeline Handzlick; Dodo; James Madison;
208-308-8876; 218-316-7008

1 Executive Session – RCW 42.30.110(g)

The board met in executive session to review the performance of a public employee. Mr. Browning stated that the Board would meet for 10 minutes from 10:59 a.m. to 11:09 a.m. He came out at 11:06 a.m. and announced they would extend 10 minutes due to technical issues with the laptop/MS Teams meeting. At 11:16 a.m., he announced one more 5-minute extension. The board resumed the regular meeting at 11:20 a.m.

2 Public Comment

No public comment was made.

3 Consent / Action Items

- a) Approval of January Meeting Minutes
- b) Approval of January Special Meeting Minutes
- c) Approval of Claims and Payroll
 - December Payroll Direct Deposit and Checks #17221-17231
 - December Direct Federal withholding transfer
 - December Claims Checks and ACH #3053-3202
- d) Approve December Budget Update
- e) Approve Fare-Free Fixed Route Service for (3) Community Connect Events
- f) Approve Skagit Transit to enter Cooperative Purchasing Agreement with Community Transit
- g) Approve Skagit Transit to enter Cooperative Purchasing Agreement with Whatcom Transportation Authority
- h) Approve the Registration of Skagit Transit for Cooperative Purchasing with Sourcewell
- i) Approve Resolution 2025-3: Updated Wellness Committee Wellness Day-off Policy

Mr. Aslett moved to approve all Consent/Action items. Mr. Wesen seconded the motion. The motion passed unanimously.

4 Full Discussion/Action Items:

- a) Approve Chief Executive Officer Compensation Increase

Mr. Aslett moved to approve the Chief Executive Officer Compensation Increase. Ms. Janicki seconded the motion. The motion passed unanimously.

- b) Approve Contract 24-025 for Renewable Diesel

Ms. Stidham read the report as presented in the packet.

Mr. Wesen moved to approve contract 24-025 for renewable diesel. Mr. Aslett seconded the motion. The motion passed unanimously.

Bill Aslett left the meeting at 11:28 a.m.

5 Information Items

- a) CEO Update
- b) Employee Recognition+
- c) January Ridership Report
- d) January CAC Report
- e) February CAC Report

Peter Browning adjourned the meeting at 12:00 p.m.

Attest:

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Peter Browning

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Peter Browning, Chair Skagit Transit Board of Directors

Signed by:

Larissa Farrell

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Larissa Farrell, Clerk of Skagit Transit Board