

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

Wednesday, March 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 11:00 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)
Ron Wesen, Skagit County Commissioner
Peter Donovan, City of Mount Vernon, Mayor
Matt Miller, City of Anacortes, Mayor
Bill Aslett, City of Burlington, Mayor
Joe Burns, City of Sedro-Woolley, Councilmember
Chantelle Beare attended as a representative for Tracy Cook, Labor Representative (non-voting member)
Carolyn Moulton, City of Anacortes, Councilmember (arrived at 11:05 a.m.)

Members Present via Teleconference

Judy Jones, Community Advisory Committee (Chair, non-voting member)

Members Absent:

Julia Johnson, City of Sedro Woolley, Mayor

Providing Legal Counsel:

Staff Present

Eric Gambill, Security Supervisor
Andy Litke, Security Supervisor
Jason Kelley, Northwest Technology
Jennifer Davidson, Director of HR and Risk Management
Crystle Stidham, Chief Executive Officer
Larissa Farrell, Clerk of the Board
Nate Burns, Procurement and Contracts Coordinator

Staff Present via Teleconference:

Chris Arkle, Finance/Accounting Manager
Rebekah Tuno, Grants Manager
Abby Bissell, HR Generalist
Kelly Myiow, Payroll and Leave Administrator

Members of Public Present

Caleb Sprou, Skagit Valley Herald
Mike Kerr

Members of the Public Present via Teleconference:

208-308-8876; Betty; Bob; Joe Kunzler; Michael Rainey; Rosie Ventura

1 Public Comment

No public comment was made.

2 Consent / Action Items

a) Approval of February Meeting Minutes

Mr. Aslett moved to approve the February Meeting Minutes. Mr. Donovan seconded the motion. The motion passed unanimously.

b) Approval of Claims and Payroll

January Payroll Direct Deposit and Checks
January Direct Federal withholding transfer
January Claims Checks and ACH #3203-3386

Mr. Burns moved to approve the Claims and Payroll. Ms. Janicki seconded the motion. The motion passed unanimously.

c) Approve the January Budget Update

Ms. Janicki moved to approve the January Budget Update. Mr. Miller seconded the motion. The motion passed unanimously.

3 Full Discussion/Action Items:

Carolyn Moulton arrived at 11:05am

a) Approve 25-013 – Property Lease March Point Park & Ride

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

Mr. Aslett moved to approve 25-013 Property Lease March Point Park & Ride. Mr. Burns seconded the motion. The motion passed unanimously.

b) Skagit Transit – RO 018799 – unit #06382 – Lease Extension

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

Mr. Donovan moved to approve the lease extension for unit #06382. Mr. Miller seconded the motion. The motion passed unanimously.

c) Front-loading GL for the New Director of Finance

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

Ms. Janicki moved to approve front-loading GL for the new Director of Finance. Mr. Burns seconded the motion. The motion passed unanimously.

4 Information Items

- a) CEO Update
- b) February Ridership Report
- c) March CAC Report

Peter Browning adjourned the meeting at 11:48 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