



MINUTES OF DECEMBER 18, 2025

CALL TO ORDER

The Board Authority of Pacific Transit System was called to order at 10:30 a.m. by order of Chair Mayor Julie Struck.

PACIFIC TRANSIT STAFF

Joe Clark — Interim General Manager
Rebecca Towner — Finance
Melissa Popleik — Operations
Teresa Ganzel — Operations
Vail Stephens — Operations
James Tamcke — Operations
John Hayes — Facilities & Maintenance
Cory Dobbins — Maintenance
Crystal Hyer — Dispatch
Mike Williams — Recording Secretary

ROLL CALL

Members present were:

Julie Struck — Mayor of South Bend
Sue Svendsen — Mayor of Long Beach
Dee Roberts — Mayor of Raymond
David Tobin — County Commissioner
Lisa Olsen — County Commissioner
Jerry Doyle — County Commissioner
Mark Neuville — ATU 1765 Representative

https://teams.microsoft.com/l/meetup-join/19%3ameeting_ODcwZjc1NWEtZGQ4Yi00NmM5LWFjNTgtMmZhOTgyNjEwOWZl%40thread.v2/0?context=%7b%22Tid%22%3a%22a68f4c4e-b0e7-4a37-983a-06393554d548%22%2c%22Oid%22%3a%22addab92a-77f2-4a4b-b2dc-ddc3ebad889e%22%7d

PUBLIC COMMENT

Shelia Rickers and Molly Saranpaa commented.

APPROVAL OF AGENDA

Board Chair Julie Struck called for a motion to approve the agenda.

Commissioner David Tobin made a motion to approve the agenda as presented. Commissioner Jerry Doyle seconded the motion. All present in favor. Motion carried.

**APPROVAL
OF MINUTES**

Board Chair Struck called for a motion to approve the agenda.

Commissioner Lisa Olsen made a motion to approve the agenda as presented. Commissioner David Tobin seconded the motion. All present in favor.

**CLAIMS
REVIEW**

There were no questions about the claims.

**STAFF
REPORTS**

Staff reported on ridership, the response to inclement weather and current finances.

**SURPLUS
VEHICLE**

Interim Executive Director Joe Clark reviewed the vehicle under consideration for surplus.

Commissioner Jerry Doyle made a motion to declare vehicle G-15 surplus. Commissioner David Tobin seconded the motion. All present in favor.

POL-401

Board Chair Struck called for a motion to approve POL-401: Maintaining Shop and Facilities Order & Cleanliness.

Commissioner Lisa Olsen made a motion to approve POL-401: Maintaining Shop and Facilities Order & Cleanliness. Commissioner David Tobin seconded the motion. All present in favor. The motion carried.

POL-402

Board Chair Struck called for a motion to approve POL-402: Addressing Defects.

Commissioner David Tobin made a motion to approve POL-402: Addressing Defects. Commissioner Lisa Olsen seconded the motion. All present in favor. The motion carried.

POL-403	<p>Board Chair Struck called for a motion to approve POL-403: Ordering Parts & Supplies.</p> <p>Commissioner Lisa Olsen made a motion to approve POL-403: Ordering Parts & Supplies. Commissioner David Tobin seconded the motion. All present in favor. The motion carried.</p>
POL-504	<p>Board Chair Struck called for a motion to approve POL-504: Assets & Controlled Items.</p> <p>Commissioner Jerry Doyle made a motion to approve POL-504: Assets & Controlled Items. Commissioner David Tobin seconded the motion. All present in favor. The motion carried.</p>
POL-505	<p>Board Chair Struck called for a motion to approve POL-505: Service Fees.</p> <p>Commissioner David Tobin made a motion to approve POL-505: Service Fees. Commissioner Lisa Olsen seconded the motion. All present in favor. The motion carried.</p>
INTERIM DIRECTOR'S CONTRACT	<p>Interim Executive Director Joe Clark reviewed the contract.</p> <p>Commissioner Lisa Olsen made a motion to approve the Interim Executive Director's Contract. Commissioner David Tobin seconded the motion. All present in favor. The motion carried.</p>
OTHER BUSINESS	<p>Interim Executive Director Joe Clark presented Board Chair Struck a certificate of appreciation for her 12 years of service on the Board.</p>
ADJOURN	<p>There being no further business before the Board, Mayor Struck adjourned the meeting at 10:56 a.m.</p>

The next regular monthly Pacific Transit Board Meeting will be held **Thursday, January 15, 2026.**

Pacific Transit Board meetings start at 10:30 a.m.