

PacificTransit

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	Board Chair Struck called for a motion to approve POL-403: Ordering Parts & Supplies. 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.
POL-504	Board Chair Struck called for a motion to approve POL-504: Assets & Controlled Items. 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.
POL-505	Board Chair Struck called for a motion to approve POL-505: Service Fees. 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.
INTERIM DIRECTOR'S CONTRACT	Interim Executive Director Joe Clark reviewed the contract. 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.
OTHER BUSINESS	Interim Executive Director Joe Clark presented Board Chair Struck a certificate of appreciation for her 12 years of service on the Board.
ADJOURN	There being no further business before the Board, Mayor Struck adjourned the meeting at 10:56 a.m.

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.