

BASIN TRANSIT

**REGULAR MEETING OF
THE BOARD OF DIRECTORS**

Thursday, July 24, 2025, 5:00 p.m.
Basin Transit Operations Center
62405 Verbena Road
Joshua Tree, CA 92252

ACTION MINUTES

1.0 CALL TO ORDER – Chair Drozd called the meeting to order at 5:01 p.m.

PLEDGE OF ALLEGIANCE – Thomas Hathaway

ROLL CALL

Members Present:

Merl Abel
Danielle Harrington
Dan Mintz
McArthur Wright

Jeff Drozd
*Jennifer Henning
Ben Sasnett

*Arrived at 5:09 p.m., prior to agenda item no. 7.1

Members Absent:

NONE

2.0 SPECIAL RECOGNITIONS AND PRESENTATIONS

2.1 Recognition of Employee of the Quarter: Matt Atkins, Operations Manager, recognized Thomas Hathaway as the Employee of the Quarter.

3.0 PUBLIC COMMENTS

One (1) public comment made by Eric Menedez.

4.0 CONSENT CALENDAR

4.1 Minutes of the May 22, 2025 Board Meeting

4.2 Treasurer's Report for April 2025

4.3 Warrant Register through May 31, 2025

4.4 Ridership Reports

- 4.5 Financial Reports
- 4.6 Taxi Report
- 4.7 General Manager's Report(s)
- 4.8 Operations Report
- 4.9 Disposal of Vehicles
- 4.10 Purchase of Two (2) Staff Vehicles

ACTION: Vice Chair Abel moved to approve the Consent Calendar (items 4.1 - 4.10); seconded by Board Member Wright: motion passed by Roll Call Vote (6-0).

5.0 ITEMS REMOVED FROM CONSENT CALENDAR FOR DISCUSSION AND/OR PARTICIPATION AND/OR ADDED AGENDA ITEMS

NONE

6.0 OLD BUSINESS

NONE

7.0 NEW BUSINESS

7.1 Procurement Director Employment Contract

Cheri Holsclaw requested that the Board approve a new five-year employment contract for Basin Transit's Procurement Director, Joe Meer, which reflects a salary adjustment and is retroactively effective July 1, 2025.

ACTION: Board Member Wright moved to approve a new five-year employment contract for Basin Transit's Procurement Director, Joe Meer; seconded by Board Member Henning: motion passed by Roll Call Vote (7-0).

7.2 Bus Stop Improvement (IFB #25-01)

Cheri Holsclaw requested that the Board approve proceeding with IFB #25-01 for a bus stop improvement project located on Hatch Road in Twentynine Palms, near El Rey Avenue. The project is entirely funded by the Low Carbon Transit Operations Program (LCTOP).

ACTION: Board Member Wright moved to approve proceeding with IFB #25-01; seconded by Board Member Sasnett, motion passed by Roll Call Vote (7-0).

7.3 Shed Replacement

Cheri Holsclaw requested that the Board authorize staff to replace the old shed located in the Twentynine Palms City Yard with a new portable office unit. The existing shed is deteriorating and lacks air conditioning. The new unit provides staff with a safer, more functional, and climate-controlled workspace to better meet operational needs.

ACTION: Board Member Wright moved to authorize the replacement of the old shed in the Twentynine Palms City Yard with a new portable office; seconded by Board Member Henning, motion passed by Roll Call Vote (7-0).

8.0 CLOSED SESSION

NONE

9.0 GENERAL MANAGER UPDATE

Cheri shared that Basin Transit's Pack the Bus school supply drive was successful and thanked all who participated.

10.0 FUTURE BOARD INITIATED AGENDA ITEMS

NONE

11.0 BOARD MEMBER COMMENTS

The following Board Members made comments:

Board Member Sasnett

Board Member Henning

Board Member Drozd

Vice Chair Abel

Board Member Wright

Chair Mintz

12.0 ADJOURNMENT

The meeting adjourned at 5:19 p.m. Thursday, July 24, 2025.

Respectfully submitted,



Michal Brock, Assistant Board Secretary