

Faribault-Martin County Joint Transit Board – Executive Committee  
Martin County Courthouse  
201 Lake Avenue Fairmont, MN 56031  
May 5, 2021

The meeting was called to order at 8:00 a.m. by Board Chairman Elliot Belgard. This meeting was held with teleconference attendance capabilities under Minnesota Statute 13D.021 which allows for teleconference meeting while in a state of emergency during a health pandemic.

Joint Transit Board Executive Committee members present in person were: Faribault County Commissioners Groskreutz and Young and Martin County Commissioner Forshee. Joining via teleconference was Martin County Commissioner Belgard. Also present in person was Jeremy Monahan, Faribault – Martin County Transit Director.

Board Chair asked for any changes to the agenda. There were none. Motion made by Commissioner Groskreutz, seconded by Commissioner Forshee to approve the agenda. Motion passed unanimously.

Monahan produced an Unpaid Bills report totaling \$37,961.64 and noted that more regular and recurring bills are expected to arrive in the coming weeks. Monahan also noted that the April bill from APX Construction had not yet arrived yet but is estimated to be about \$72,000 and he requested permission to pay that bill upon receipt. There was a brief discussion on a few other bills.

Motion made by Commissioner Groskreutz, seconded by Commissioner Young to approve payment of the Unpaid Bills as presented, and to approve giving the Transit Director authority to continue to pay other regular and recurring bills and the upcoming construction bill from APX Construction at the discretion of the Transit Director upon receipt. Motion passed unanimously.

Monahan produced a Bank Statement for the Transit Board. It showed that as of April 30, 2021 the Transit Board had \$681,258.82 for a bank balance. Monahan noted a deposit of \$55,272.04 from April 8<sup>th</sup> which was the 2018 Operations Contract underpayment reimbursement from MnDOT that had arrived. Also on April 30<sup>th</sup> a deposit of \$257,939 from MnDOT for the Quarter 2 2021 Operations Contract was made. Monahan also noted that on April 16<sup>th</sup> a check for \$122,911.89 was cashed by APX Construction and that earlier in the week a Request for Funds for just over \$98,000 was submitted to MnDOT which is the 80 percent reimbursement of that APX bill. There was no action required this was for information purposes only.

Discussion turned to Old Business and the Facility Construction Project. Monahan summarized all of the change orders for the project to date and presented the line item charges for each one. He noted that he entered into a separate agreement with Elite Electrical to complete the data termination in the new offices which will be funded through operations dollars. Also the new equipment needed for the data termination which was being managed by Martin County IT staff will be paid for with operations dollars. They are separate from the construction because data termination was not in the Request for Proposals for the architect but still needs to be complete

to continue operations. Monahan was asked if he anticipates any more change orders and he believes and hopes the change orders are done for the project but is not certain. There was discussion regarding some of the line items for each change order but no action was needed.

Discussion turned to New Business and Personnel Actions. Monahan reported they had offered a candidate the position of Probationary Transit Dispatcher. She accepted but will not be able to begin until June when her current job at a school is complete. Her name is Dawn Halverson. Also an offer to become a Probationary Transit Driver was made to Alex Alvarado who is completing the steps to get his CDL permit.

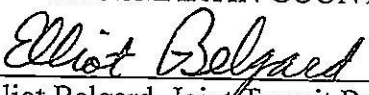
Motion made by Commissioner Forshee, seconded by Commissioner Groskreutz to approve the proposed personnel actions as described. Motion passed unanimously.

Discussion regarding the system ridership report ensued. Monahan noted that Faribault County routes are continuing their recovery. Martin County routes are still struggling and part of the reason is due to an incomplete roster of drivers in the afternoon. Some drivers are out farming or for medical reasons at this time and as a result all the routes are not being run for their full service hours every day in April which affected ridership. Hopefully with the return of a full roster soon ridership will be able to realize at least some recovery from that factor.

The next Executive Committee is scheduled for Friday June 4<sup>th</sup> and the next Full Board meeting will be held on Wednesday April 21<sup>st</sup> at 10:00 am following the Human Services Board meeting. The July Executive Committee meeting was scheduled for Friday July 9<sup>th</sup> at 8:00 am. Monahan also noted it still may be necessary to have a July Full Board meeting on the 21<sup>st</sup> due to the 2022 Operations budget proposal being considered.

With no further business to wit, a motion was made by Commissioner Groskreutz, seconded by Commissioner Young to adjourn and the Board Chair adjourned the meeting at 8:50 a.m.

JOINT TRANSIT BOARD  
FARIBAULMARTIN COUNTIES

  
Elliot Belgard, Joint Transit Board Chair

ATTEST:   
James Forshee, Board Secretary