

Faribault-Martin County Joint Transit Board – Executive Committee
FM Transit Facility
1023 North Dewey Street Fairmont, MN 56031
May 10, 2022

The meeting was called to order at 8:00 a.m. by Board Chair Greg Young. Joint Transit Board Executive Committee members present in person were: Faribault County Commissioners Groskreutz and Young and Martin County Commissioners Belgard and Forshee. 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 agenda as presented. Motion passed unanimously.

Monahan produced an Unpaid Bills report totaling \$157,310.24 but Monahan noted that the reason for the large amount is that the repayment of \$60,000 to each county for the funding assistance with the 2020 replacement vehicles is included in the total. As usual there will be a number of regular and recurring bills arriving in the coming days and weeks that will be due before the next Executive Committee meeting.

Motion made by Commissioner Belgard, seconded by Commission Forshee 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 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 29, 2022 the Transit Board had \$272,597.27 for a bank balance. Monahan noted that the Quarter 2 funds from MnDOT for the 2020 Operations was deposited on the 22nd and was for \$186,185 total. Also that the \$184,531 check to North Central Bus for payment of the two replacement vehicles had cleared on April 19th. There was brief discussion regarding a few of the other transactions.

Discussion turned to Old Business and the 2020 – 2021 Operations Contract. Monahan stated that he has learned that there was an error in his preliminary numbers presented to the Board in April regarding the over / under payment from MnDOT for the 2020-2021 Operations Contract. Monahan believed based on his calculations that the Transit Board was under paid by almost \$35,000 for the two year contract. He explained that he does not have a clear explanation yet but that actually the Transit Board was apparently over paid during the two year contract by about \$67,000 total. Monahan has had a few conversations with Transit Project Manager Cathleen Amick regarding this miscalculation. There was discussion and Monahan said he will have a clear explanation for the difference and hopefully Amick able to join for the June meeting. Should an overpayment actually be found, the amount would need to be paid back to MnDOT after completion of the contract audit which will likely be in 18 to 24 months. Monahan also said if there was an overpayment the money should be in the bank and be able to be paid back without problem by the time it is due. There was also brief discussion regarding funds that may be allowed to cover the 2020-2021 Commissioner per diems and mileage that Monahan and

Amick are working on. So repayment from the counties to the Transit Board should be postponed until all avenues have been exhausted to determine qualified funds for that use.

Discussion turned to New Business and the upcoming 2023 Operations and Capital Contract applications. Monahan will have full proposed scenarios to consider for the June Executive Committee so that the Full Board can consider approval at their June meeting before the application deadline in July. Discussion started with ensuring that we want to go through with the effort to obtain a New Service grant for service to Mankato. Commissioner Belgard asked if we had enough staff to be able to expand our service. Monahan responded coverage of almost all routes is a challenge right now. Belgard noted we don't want to start and promote the service and then not be able to deliver due to lack of staffing.

Monahan also discussed the number of replacement vehicles to apply for in 2023. He noted that with the order of seven total vehicles in 2021 there was not an application submitted in 2022 for any new vehicles. By the time any vehicles ordered on a 2023 contract would be delivered there could be two to four vehicles that will be needing replacement. Monahan said MnDOT will be able to assist in letting us know exactly how many vehicles we could qualify for and he would work with them, but will apply for a minimum of two replacement vehicles.

Monahan discussed wages of part-time staff. He noted at the Spring Workshop MnDOT stated they are expecting 2023 Operations Grant applications to have upwards of a 10 percent increase. So it would be feasible if desired to try and budget for another 10 percent increase for part-time staff that would put us more in line wage-wise with other systems our size. Right now we tend to be on the lower side of pay, but not the lowest. However we are one of only a few that does not have any full time drivers receiving benefits.

Last, Monahan discussed if there is any desire to pursue a possible acquisition and renovation of a building in Blue Earth to have as the new satellite garage. Currently the location at the County Highway Department is cold-storage and there is no office space dedicated for Prairie Lakes Transit staff there. Those would be two improvements that would be desired, especially now that the Fairmont facility project is completed. Monahan was instructed to contact realtors just to see what is out there and come back with more information or potential ideas.

Discussion turned to Personnel Actions. Monahan noted since the last Executive Committee meeting he had hired a Probationary Transit Driver Dirk Ringness. Motion was made by Commissioner Belgard, seconded by Commissioner Groskreutz to approve the hiring of Ringness.

Monahan went on to say that Ringness had submitted his resignation a few weeks later moving to a full-time position elsewhere. Monahan discussed with Ringness putting him on Indeterminate Leave in case that job doesn't work out or if he would be interested in picking up some Saturday driving shifts in Blue Earth. Motion made by Commissioner Forshee, seconded by Commissioner Belgard approving the reclassification of Ringness to Indeterminate Leave.


Discussion turned to the ridership report. Monahan reported that April saw the typical decline that has been seen even pre-pandemic. There were fewer operational days and usually the spring

weather can lead people to walk more often if they are able. The trend overall is still above last year's ridership amounts and Faribault County continues to have solid numbers despite having some staffing shortages leading to combining routes on certain afternoons.

The next Executive Committee is scheduled for Friday June 10th at 8:00 am. The next Full Transit Board meeting will be held on June 28th meeting is planned to be held at the Human Services Conference Room in Blue Earth starting at 9:00 am.

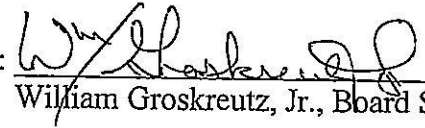
With no further business to wit, a motion was made by Commissioner Belgard, seconded by Commissioner Groskreutz to adjourn and the Board Chair adjourned the meeting at 8:50 a.m.

JOINT TRANSIT BOARD
FARIBAULT/MARTIN COUNTIES



Greg Young, Joint Transit Board Chair

ATTEST:



William Groskreutz, Jr., Board Secretary