

Faribault-Martin County Joint Transit Board – Executive Committee
FM Transit Facility
1023 North Dewey Street Fairmont, MN 56031
December 9, 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 Young and Groskreutz and Martin County Commissioner Belgard. Missing was Martin County Commissioner Forshee who had Commissioner Koons attend in his place. 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 Koons to approve the agenda as presented. Motion passed unanimously.

Monahan produced an Unpaid Bills report totaling \$45,848.04 and noted that there will still 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. There was brief discussion regarding a few of the bills including discussion regarding vehicle repairs and the transit facility security camera project.

Motion made by Commissioner Koons, seconded by Commission Groskreutz 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 November 30, 2022 the Transit Board had \$480,771.33 for a bank balance. Monahan noted a few deposits during the month of November including the \$21,760 reimbursement from MCIT for the total loss claim for Bus 13 which was involved in a collision in October. Also a deposit of \$150,396.46 which is the 3rd quarter Federal share of the Operations contract was noted but Monahan stated that the 4th quarter funds would not be deposited likely until May of 2023 after the closeout of the 2022 contract. Lastly a \$4,463 deposit from MCIT was made which was the 2022 dividend payment.

Discussion turned Old Business and the disposal of Bus 13 which was involved in a collision in October. MCIT declared the bus to be a total loss due to the amount of damage. Monahan wanted to report that as part of the claim the Board was responsible for a \$1,000 deductible but was given the actual cash value of the vehicle less the deductible totaling \$21,760 which was deposited into the bank. This money will be put into the Transit Reserve fund.

Discussion turned to New Business and the Full Time Staff wage discussion. At the December Full Board meeting the Full Time Staff wage adjustments will be discussed. Monahan presented the Grade and Step matrix used by the Transit Board which has the Transit Director on Grade 17 Step 4 currently and the Operations Manager on Grade 10 Step 4 currently. It has been

recommended that both Full Time staff receive a step increase in 2023 along with the cost of living adjustment. The policy has been to average the cost of living percent increase used by each county to determine the percent increase used by the Transit Board. In 2022 the percent increase was 2.75 percent based on the average of 3 percent for Faribault County and 2.5 percent for Martin County. After discussions, it was decided that for 2023 the percent increase for each county was 5 percent. For 2024 the percent increase for the Transit Board will decrease to 3 percent per policy.

A motion as made by Commissioner Groskreutz, seconded by Commissioner Koons, to recommend to the Full Board that the Full Time staff receive the step increase for 2023 according to the Transit Board matrix along with a 5 percent cost of living increase. Motion passed unanimously.

Discussion turned to a Transit Facility garage lighting project. Monahan had hoped to have more information available before the meeting but vendors had not been able to produce quotes or timeframes for garage light replacement. There was discussion regarding potential vendors to seek quotes from

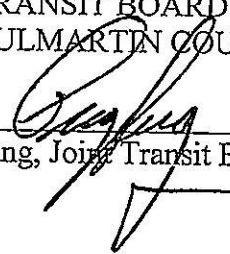
Discussion turned to Closed Meeting Protocols. Monahan noted that he had learned during the ongoing 2021 audit that closed Board meetings were supposed to be electronically recorded and that was not being done. It was discussed that the only time the Transit Board has closed meetings is for the Transit Director's annual review. There was brief discussion on methods and resources to inquire with to ensure we are following the statute correctly.

Discussion turned to the ridership report. Monahan reported that November had steady numbers across both counties and ridership is statistically flat. There was brief discussion regarding ridership trends and possibilities.

The next Executive Committee is scheduled for Friday January 6th at 8:00 am. The next Full Transit Board meeting is planned for December 27th in Fairmont starting at 9:00 am when the 2023 Transit Board Officer will be elected.

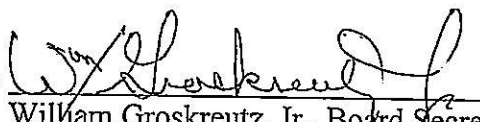
With no further business to wit, the Board Chair adjourned the meeting at 8:50 a.m.

JOINT TRANSIT BOARD
FARIBAULMARTIN COUNTIES



Greg Young, Joint Transit Board Chair

ATTEST:



William Groskreutz, Jr., Board Secretary