

Faribault-Martin County Joint Transit Board – Executive Committee  
FM Transit Facility  
1023 North Dewey Street Fairmont, MN 56031  
March 10, 2023

The meeting was called to order at 8:00 a.m. by Board Chair Elliot Belgard. Joint Transit Board Executive Committee members present in person were: Faribault County Commissioners Young and Groskreutz and Martin County Commissioner Bleess. Attending remotely 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. Commissioner Groskreutz asked that the April Full Board meeting date be clarified before the end of the meeting. Motion made by Commissioner Young, seconded by Commissioner Bleess to approve the amended agenda. Motion passed unanimously by roll call vote.

Monahan produced an Unpaid Bills report totaling \$34,861.21 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. He also noted that there was a bill for \$8.64 from NAPA and the Operations Manager Expenses for \$112.66 that had just arrived that morning which he'd like to pay. There was brief discussion regarding a few of the bills.

Motion made by Commissioner Groskreutz, seconded by Commissioner Bleess 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 along with the additional bills from NAPA and the Operations Manager. Motion passed unanimously by roll call vote.

Monahan produced a Bank Statement for the Transit Board. It showed that as of February 28, 2023 the Transit Board had \$365,929.78 for a bank balance. Monahan noted that the interest increase that was obtained in February showed a noticeable increase in interest yield with over \$321 earned for the month. Also discussed was that February had no major deposits or payments other than regular business. He noted March will deplete the balance due to three payrolls however there will be another Operations Contract payment from MnDOT due to arrive in mid-April. No cashflow issues are expected.

Discussion turned to Old Business and the 2021 Vehicle Purchase Modification Update. Monahan noted he was able to get the cost of both style of vehicles, Martin County rear lifts and Faribault County front lifts reduced by eliminating some options from the purchases. Monahan worked with the North Central rep to reduce the cost of the Martin County style bus to \$116,995 and the Faribault County style bus to \$118,358. The contract maximum is \$114,000 so anything over that will be 100 percent the responsibility of the Transit Board along with the contracted 10 percent local share. He also changed to have four (4) Martin County style buses purchased and two (2) Faribault County style buses purchased. So for the six buses the 10 percent local share will be \$68,400, the over on the 4 Martin County buses totals \$23,960 and the over on the 2

Faribault County buses totals \$8,717 for a grand total local share for the six vehicles of \$101,076 which is an increase from the original \$57,000 approximate local share. However it is a significant reduction from the \$183,000 local share presented once the new vehicle prices were given to the board.

A motion was made by Commissioner Bleess, seconded by Commissioner Young, to have Monahan move forward with the purchase of the 6 vehicles with the modified options. Motion passed unanimously by roll call vote.

Discussion turned to Transit Advisory Committees (TAC). Monahan reported that he had discussed with MnDOT the proposal discussed at the February Full Transit Board meeting to have Regional Public Open Houses at different locations throughout the system on a quarterly basis as our means of gathering public input as opposed to forming a traditional 10 member TAC like was planned in the By-Laws. MnDOT replied that the regional meetings would be a great idea, and would definitely count towards the public input effort, but having a TAC is still a requirement because MnDOT agreed with the FTA that all of their sub-recipients, of which the Transit Board is, would have a TAC as part of their operations and management plan to meet Title VI requirements. So the regional meetings could be used for TAC member "recruitment" was suggested since finding willing participants had been such an issue for such a long time. Monahan said he will proceed with planning some regional meetings, hoping to get some TAC member recruitment completed for commissioners who do not have appointees at this time, and also use the meetings to answer questions from the public and gather information on their concerns. No other action was needed at this time.

Discussion turned to New Business and Personnel Actions. Monahan noted that two Probationary Transit Drivers, Diane Duncan and Luke Tonne, had been with Prairie Lakes Transit for nearly 6-months and had successfully completed their probationary period. He wished to remove them both from probation and begin paying them the regular Transit Driver wage.

Motion made by Commissioner Groskreutz, seconded by Commissioner Bleess to approve the Personnel Actions as presented. Motion passed unanimously by roll call vote.

Discussion turned to the ridership report. Monahan reported that the February once again had the highest ridership total ever for a month in Faribault County. It was also noted that this was done while being short staffed and having less operational days due to weather closures in February. So Faribault County ridership is really booming. Martin County continued to show steady ridership and a nice improvement over 2022 numbers again despite less operational days due to weather closures.

Discussion turned to the April Full Transit Board meeting. There was concern about the starting time for the Transit Board meeting if it is piggybacking with Human Services sometimes being over an hour after the advertised start time. The Executive Committee wished to return to the plan to have stand-alone meetings for the Full Transit Board on the fourth Tuesday alternating between Fairmont and Blue Earth. It was decided that the April Full Transit Board meeting

would be planned for Tuesday April 25<sup>th</sup> at 9:00 am and since it is a Fairmont month the meeting will be held at the Fairmont Transit Facility.

The next Executive Committee meeting is scheduled for Friday April 7<sup>th</sup> at 8:00 am. The next Full Transit Board meeting is planned for Tuesday April 25<sup>th</sup> starting at 9:00 am. Both meetings will be held at the Fairmont Transit Facility.

With no further business to wit, a motion was made by Commissioner Groskreutz and 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:   
Jamie Bleess, Board Secretary