

Faribault-Martin County Joint Transit Board – Executive Committee
FM Transit Facility
1023 North Dewey Street Fairmont, MN 56031
May 5, 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 Belgard and Bleess. 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 Young, seconded by Commissioner Groskreutz to approve the agenda as presented. Motion passed unanimously.

Monahan produced an Unpaid Bills report totaling \$34,363.41 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.

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 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 28, 2023 the Transit Board had \$350,012.40 for a bank balance. Monahan noted the 2nd Quarter Operations Contract payment from MnDOT in the amount of \$178,492.50 made on April 7th but the rest of the deposits were business as usual. There was brief discussion about the bank statement.

Discussion turned to Old Business and the 2021 Vehicle purchase update. Monahan had been given an update at the MnDOT Spring Workshop earlier that week that the 6 buses purchased through North Central under the 2021 contract, which were recently renegotiated and the amended contract was executed, are in line to be manufactured soon. He noted there are a large number of vehicles in line in front of us but this is a much more hopeful picture than was presented last fall at the MPTA Conference. Monahan noted that previously he had been told there was no chance any of the 6 vehicles would be delivered in 2023 but now there is a slight chance that some could arrive this calendar year. Realistically though they will arrive in early 2024 and Monahan said he hopes to have all 6 buses active in the fleet by this time next year. There was discussion regarding the updated delivery projections.

Discussion turned to the October 14th accident which involved one of the Transit Board's buses colliding with a semi-tractor and trailer. Monahan noted last month that the other party's insurance had accepted 100 percent responsibility for the accident. MCIT's subrogation request included reimbursement of the Transit Board's \$1,000 deductible, and Monahan reported that request was agreed to and the \$1,000 will be deposited into our account by MCIT soon.

Discussion turned to New Business and the impact of potential cost changes to Token Packs. At the April Full Board meeting, one idea with the potential in future years to need more revenue generated by the transit system to lessen any county levy fund requests, Monahan was asked to analyze some financial impacts of various rate increases. With the short time frame since the Full Board meeting, only one analysis had been completed and Monahan presented it to the Executive Committee. This analysis showed how much revenue would increase by changing the discount on Token Packs from 25 percent off cash price to 10 percent off cash price. Assuming flat sales from 2022 there would be an increase in nearly \$12,000 annually, which would be about 11 percent of the 2022 overall revenue. Monahan also showed situations with increased and decreased Token Pack sales amounts. There was discussion regarding this analysis and other potential scenarios to analyze. It was noted it is good information to have and to produce some more analysis for the Full Board in the near future.

Discussion turned to MnDOT funded consultant assistance projects. Monahan presented two scopes of work that he has signed up for with MnDOT to receive assistance from a consultant with various tasks. The consultant fee is being paid for by MnDOT. The projects Monahan signed up for were a Labor Market Analysis to make sure he is exhausting all means for recruiting staff. Also a Policy Review project to receive assistance reviewing the current Personnel Policy and developing Personnel Policies specific for Drivers and Dispatcher positions and possibly riders will be competed. Monahan wanted to make the Executive Committee aware of these projects but that there will be little involvement needed from them until the Draft Policies are completed. There was brief discussion regarding the consultant project as a whole and the projects Monahan selected.

Discussion turned to the ridership report. It was a noticeable drop for the system and in particular Faribault County routes. Before the meeting Monahan looked into why there was a large drop and it was mostly due to a break around the Easter holiday for the schools. Secondly there have been a large number of students absent from school in the past month due to illnesses. The Martin County drop was more in line with the expected amount once the weather starts to get warmer.


The next Executive Committee meeting is scheduled for Friday May 5th at 8:00 am at the Fairmont Transit Facility. The next Full Board meeting will be on Tuesday June 27th at 9:00 am at the Faribault County Courthouse Human Services Conference Room.

With no further business to wit, a motion was made by Commissioner Bleess and seconded by Commissioner Young, to adjourn and the Board Chair adjourned the meeting at 9:25 a.m.

JOINT TRANSIT BOARD
FARIBAULMARTIN COUNTIES


Elliot Belgard, Joint Transit Board Chair

ATTEST:


Janie Bleess, Board Secretary

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