

Faribault-Martin County Joint Transit Board – Executive Committee
FM Transit Facility
1023 North Dewey Street Fairmont, MN 56031
January 5, 2024

The meeting was called to order at 8:00 a.m. by Board Chair Bill Groskreutz. Joint Transit Board Executive Committee members present in person were: Faribault County Commissioners Young and Groskreutz and Martin County Commissioner Bleess. Missing was Martin County Commissioner Belgard who had Martin County Commissioner Koons attend in his place. Also present was Jeremy Monahan, Faribault – Martin County Transit Director.

Board Chair asked for any changes to the agenda. There were none. Motion made by Commissioner Koons, seconded by Commissioner Young to approve the agenda as presented. Motion passed unanimously.

Monahan produced an Unpaid Bills report totaling \$62,321.90 and noted there will still be regular and recurring bills arriving in the coming weeks that will be due before the next Executive Committee meeting. Almost half of the bill is the annual insurance premium from Minnesota Counties Intergovernmental Trust (MCIT). MCIT provides both the Workers Compensation coverage and Property coverage for both the Transit Facility and the Vehicle Fleet. The remaining bills were pretty much business as usual although Monahan explained the increase in monthly cost for benefits purchased through Martin County's plans. The Transit Board share increased just over \$77 per month per employee for Health Insurance coverage while the staff share increased \$40.50 per month. So the increase in cost is being shared. The remaining premiums stayed the same for the most part. The overall monthly increase is just over \$241 which includes all staff and both the Transit Board's and Employee's shares. There was discussion about some of the other bills and their details.

Motion made by Commissioner Koons, 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. Motion passed unanimously.

Monahan produced a Bank Statement for the Transit Board. It showed that as of December 29, 2023 the Transit Board had \$284,910.98 for a bank balance. Monahan noted that on December 12th the overpayment from the 2022 Operations Contract which was just over \$85,700 was cleared. The rest of the activity was business as usual but with the large repayment check and no large funding being deposited the balance was significantly reduced.

Monahan transitioned into the Financial Reports which included a review of the Cashflow Analysis matrix. The matrix was not modified from what was presented in October when it was learned that both the 2020-2021 and the 2022 Operations Contracts overpayments were both going to have to be repaid within such a short time frame. Monahan wanted to point out that the analysis showed the end of December predicting a bank balance of \$270,000 and the December Bank Statement end of the month balance was almost at \$285,000 so the analysis' conservative

approach was working. Also of note he had put as the monthly bill prediction for January being \$90,000 because there is always more bills to pay in January with the MCIT bill. With about \$62,000 reported today and the regular and recurring bills not going to total upwards of \$30,000 the analysis will continue with a conservative approach and show that the cashflow should be manageable through April when the relief should be found with the 2nd Quarter State Operations funds for the 2024 contract. He did note however that when the new buses start arriving there will not be enough cashflow to make payment in full for the vehicles and wait for repayment from the State. It is likely that a loan from the counties will be needed to front the cash for these payments which will then be repaid in full with the local share then being paid by the Transit Board.

Discussion turned to Old Business and an update on the Electric Vehicle project. After a long gap in activity Monahan reported that the beginning of the project included MnDOT hiring a consultant to guide the four systems through both the Infrastructure component of the project along with procurement of the actual Electric Bus. The consultant held the kick-off meeting for the project in mid-December and is going to be doing site visits likely by the end of March. They will also be helping with ensuring that we have chosen the correct routes we wish to use our electric vehicles on, which Monahan is confident in the choice that was made. Regular meetings are to be scheduled soon with the consultant, the four systems, and key MnDOT staff.

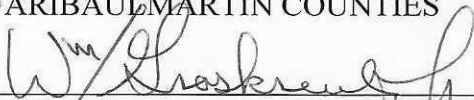
Discussion turned to New Business. Monahan reported that his recent effort to secure a CPA firm to complete the FY 2022 Financial Statements and Audit were unsuccessful. Firms that were contacted were either not capable of doing an audit for a government agency or were not able to do it due to staffing levels. Monahan even reached out to the Office of State Auditor to see if there was any chance they could change their status and do the audit after all. They were also unable due to staffing levels. Monahan noted that one of the firms that declined did suggest doing a 2022 and 2023 audit at the same time later in 2024 as long as the OSA was okay with it. Monahan checked with OSA and their status as of the meeting was they wanted to see if two reports needed to be issued or if a single, dual-year report would suffice. So this solution seemed to be viable and was how Monahan was proceeding with the audits.

Discussion turned to the ridership report. Monahan provided more than the usual number of charts and graphs as the year-end totals were available. Overall there were 45,299 rides provided in 2023 which was 7.1 percent more than 2022. Each county had increases in ridership with Faribault County again growing double digits with 11 percent over 2022 and Martin County increasing a solid 5.4 percent. Monahan discussed graphs regarding each route and showed how some routes performed better when school was in session and other routes started to perform better when the staffing levels improved and there were less open shifts. The year ended with typical ridership trends with decreased ridership from the fall but if trends stay the same there will be increases in the spring. Monahan noted that the staff was shown ridership amounts at the December staff meetings and they seemed proud of the increased ridership amounts they are providing, which they should be.


The next Executive Committee meeting will be held on Wednesday February 7th at 7:30 a.m. to accommodate some conflicts for all members of the committee. The next Full Board meeting will be held on Tuesday February 27th at 9:00 a.m. at the Transit Facility in Fairmont.

With no further business to wit, a motion was made by Commissioner Young, seconded by Commissioner Bless to adjourn and the Chair adjourned the meeting at 8:35 a.m.

JOINT TRANSIT BOARD
FARIBAULMARTIN COUNTIES



William Groskreutz Jr., Joint Transit Board Chair

ATTEST: 

Greg Young, Board Secretary