

Faribault-Martin County Joint Transit Board
Fairmont Transit Facility
1023 North Dewey Street
Fairmont, MN 56031
Tuesday August 27th, 2024 9:00 a.m.

The meeting was called to order at 9:00 a.m. by Board Chair Bill Groskreutz.

Joint Transit Board members present were: Faribault County Commissioners Groskreutz, Roper, and Young and Martin County Commissioners Flohrs, Belgard, Bleess, Smith, and Koons. Missing was Faribault County Commissioners Anderson and Loveall. Also present was Jeremy Monahan, Faribault – Martin County Transit Director.

The Board Chair asked if there were any other additions to the agenda. There were none.

Motion made by Commissioner Flohrs, seconded by Commissioner Smith to approve the agenda as presented. Motion passed unanimously.

Motion was made by Commissioner Belgard, seconded by Commissioner Koons to approve the meeting minutes for the June 25, 2024 Full Board meeting, the July 12 and August 12, 2024 Executive Committee meetings. Motion passed unanimously.

Discussion turned to Old Business and a discussion regarding full time staff for the Transit Board. Previously this was discussed and approved for up to four full time Transit Drivers in the 2025 Operations Budget. Monahan explained that due to the pattern of availability for part time staff, full time Drivers being implemented as soon as possible is needed. He noted the cost increase would only potentially be the added cost of the health insurance premiums which would not likely need to be paid by the Transit Board until November based on hypothetical September hirings. MnDOT responded that if the 2024 Operations Budget could sustain the expense hiring full time drivers now would be allowed. Monahan noted that this was discussed by the Executive Committee at their August meeting and a motion was passed recommending the Full Board approve implementation of full time drivers as soon as possible. Discussion ensued with Commissioner Smith asking if four or two drivers were needed. Monahan said two were hoped to be hired now with two more in January.

Motion made by Commissioner Belgard, seconded by Commissioner Young to allow hiring two to four full time Transit Drivers. Motion pass unanimously.

Discussion ensued regarding replacement vehicle delivery update. Monahan explained that during the week of August 19th three (3) of the Transit Board's seven (7) expected vehicles were delivered. The remaining four vehicles are expected to be delivered in the coming weeks. There was brief discussion regarding cash flow assistance from the counties. Monahan explained that there was no order placed in 2022 with the Transit Board not having any eligibility. In 2023 there was one (1) Replacement Vehicle ordered via the State Contract that is gasoline powered. In addition, there was the No-Low Grant Electric Vehicle award which is another Replacement

Vehicle. The ordering process of that vehicle is still in process and part of a comprehensive project but will be finalized this fall. The 2024 application was below the threshold of eligibility. The 2025 application which was submitted at the end of June requesting another three (3) replacement vehicles including the first replacement with a Transit Van style vehicle rather than a Cutaway-Bus is still pending and awards won't be known for quite some time.

Discussion turned to New Business and the Transit Facility Bus Stop Shelter. Monahan presented photos of the transit shelter located at the transit facility in Fairmont. He noted that is no longer being used and wished to have it removed so that the space can be used for something else such as parking or access into the garage. He also explained that there could be better value by selling in this asset whole rather than just selling it for scrap metal. Finally he pointed out that the Executive Committee passed a motion at their July meeting recommending the Full Board approve the disposal of the bus stop shelter.

Motion made by Commissioner Koons, seconded Commissioner Flohrs, to approve disposal of the transit shelter asset. Motion passing unanimously.

Discussion turned to the Blue Earth transit facility. Monahan explained how a facility in Blue Earth that is more expansive than the cold vehicle storage and no employee provisions that is currently available is desired by him, Transit Board members, and even MnDOT. The option of reusing an existing facility has been explored recently with the assistance of a MnDOT funded consultant. The end goal of the discussion would be determining if a 2025 Facility Grant Application should be submitted before the September 30th deadline. Monahan and the Executive Committee have been exploring a potential existing facility that would be suitable for vehicle storage with room for expansion to fit the needs of Faribault County for many years. There was discussion regarding this specific facility and the cost of renovation after potential acquisition. Monahan explained how a facility project with MnDOT can only fund 80 percent of the renovations and acquisition but an award and execution of a contract would be months if not years away. If the current owner wishes to make a transaction anytime soon, another method needs to be discussed such as Faribault County purchasing the building and leasing it to the Transit Board until the facility project contract is executed. Monahan reminded them that if the Transit Board were to buy a building with its Reserve Fund, it would not be able to be retroactively reimbursed when a contract is executed. Commissioners Belgard and Bleess who have both seen the facility noted their support for this project in Blue Earth.

Motion made by Commissioner Smith, seconded by Commissioner Belgard to approve pursuing a facility project on this existing building in Blue Earth for acquisition and renovation. Motion passed unanimously.

Discussion turned to the Ridership Report. Monahan stated June and July have solid increases over 2023 which is the primary goal in terms of ridership currently. Faribault County routes will have an increase in September as the preschool routes start up again over there. There was brief discussion regarding the ridership.


Discussion turned to the Financial Reports. Monahan produced the Bill Payment Report since the Full Board meeting on June 25, 2024. There was brief discussion on some of the bills.

Second, he presented a report showing the contract close out of the 2023 Operations Budget. It shows if there was any over or underpayments from the State with the Operations Contract due to unused funds that were distributed. In 2023 the 4th Quarter contribution was reduced and the overpayment was minimized to only \$7,291 which will need to be paid back. This matrix also shows the amount that a system makes over their local share obligation, which in 2023 the Transit Board earned \$47,749 over the 5 percent local share. This amount is added to the Transit Reserve Fund. In 2023 there were no other additions or uses of the Transit Reserve Fund meaning the balance is now \$223,201 which can be used for local share on capital projects or when annual operations costs exceed contract maximums. Finally, the updated Financial Position Matrix was shown with the updated status for potential Vehicle Replacement costs due to pending applications, the status of the new known 2023 overpayment amount, and the new known Transit Reserve Fund amount. There was discussion regarding the reports and it was noted that the reports are helpful explaining the financial status of the Transit Board.


The next Executive Committee meeting will be held on Friday September 6th in Fairmont. The next Full Board meeting will be held on Tuesday October 22nd in Blue Earth.

With no further business to wit, a motion was made by Commissioner Koons, seconded by Commissioner Flohrs to adjourn and the Board Chair adjourned the meeting at 10:00 a.m.

JOINT TRANSIT BOARD
FARIBAULMARTIN COUNTIES



William Groskreutz Jr., Joint Transit Board Chair

ATTEST: 

Greg Young, Board Secretary