

Faribault-Martin County Joint Transit Board – Executive Committee
FM Transit Facility
1023 North Dewey Street Fairmont, MN 56031
October 4, 2024

The meeting was called to order at 9:00 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 Commissioners Belgard and Bleess. 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 Young, seconded by Commissioner Belgard to approve the agenda as presented. Motion passed unanimously.

Monahan produced an Unpaid Bills report totaling \$160,252.45 which was inflated due to it including the \$134,387 from United Bus Sales for one of the vehicles which Monahan was going to make payment on soon. The remaining bills, totaling \$25,885.45 will still have a number of regular and recurring bills arriving in the coming weeks that will be due before the next Executive Committee meeting. Monahan noted that another large RouteMatch bill had arrived but that this should be the last invoice from them this year. He also noted that Blue Earth Shell fuel bill was not included in this total. There was brief discussion regarding the details of a few of the other bills.

Motion made by Commissioner Belgard, 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 August 30, 2024 the Transit Board had \$472,458.94 for a bank balance. He noted that the short-term loan for replacement vehicle funding of \$100,000 from Martin County was deposited at the end of the month. The funds from Faribault County of the same amount are expected soon. The rest of the activity for the month was pretty much business as usual.

Discussion turned to a report on the 2024 expenditures to date. Monahan went through the line item report which has amounts through August 2024, or 67 percent of the contract amount, and discussed a few of the line items and their financial position. Most of the line items were on track to meet the full use of the funds available or come in under the budget. Monahan noted that Operator Wages and Fuel are coming in lower than planned which is a surprise. These amounts are used to supplement other line items that are spending faster than planned such as Other Direct Administration line item which is over budget already due to the sharp increase in RouteMatch software costs that were not foreseen when making the budget. Monahan noted that he will not be requesting any funding reduction for the 4th Quarter from MnDOT like he has in the past because he feels they will be utilizing most of the provided budget by years end. There was discussion

regarding a few of the line items and the process for moving funds from one line item to another in BlackCat.

Discussion turned to Old Business and an update on a potential Transit Facility in Blue Earth. Monahan noted that he had submitted the Facility application to MnDOT at the end of September on time and with all the required materials. The consultant team worked with him and determined costs associated with the project, which included all acquisition, demolitions, renovations, and reconstructions that are needed to cost just under \$375,000 and that is the project amount that was requested. The local share for the project will be 20 percent. There was discussion regarding the details and results of a recent inspection completed at the facility and the continued progress towards Faribault County's possible acquisition of the building and other details regarding the application.

Discussion turned to an update on the Replacement Vehicles. Monahan reported that all seven have arrived and updated the commissioners on a price modification to the United Bus Sales vehicle. There was brief discussion regarding the price change and the credit received for having to use our own previously used fare box in the bus. There was also discussion regarding the plans for the new vehicles and the fleet and other details regarding the replacement vehicles.

Discussion turned to the Draft ADA Policy which Monahan presented as a template provided by MnDOT to populate with a few local options and decisions. This policy includes details regarding Reasonable Modifications, No-Show Discipline, and Suspension Appeals. There was discussion about the policy and its applicability to the Transit Board especially in light of events of the past year.

Motion made by Commissioner Bleess, seconded by Commissioner Belgard to recommend the Full Board adopt the ADA Policy plan as presented. Motion passed unanimously.


Discussion turned to the ridership report. Monahan presented the charts and noted that September had the return of preschool ridership and with that Faribault County routes saw a noticeable increase. Martin County routes saw their typical decrease from August but still a strong performance compared to 2023 amounts. The decrease from August is likely due to less days of operations with the Labor Day holiday.

The next Executive Committee is scheduled for November 8th in Fairmont at the Transit Facility. The next Full Board meeting was to be held on Tuesday October 22nd at 9:00 a.m. in Blue Earth however a conflict has arisen and the Transit Director has requested it to be rescheduled to October 16th to take place after the Human Services meeting in Blue Earth at 10:30 am.

Motion made by Commissioner Belgard, seconded by Commissioner Young to reschedule the October Full Board meeting to the 16th at 10:30 am. Motion passed unanimously.

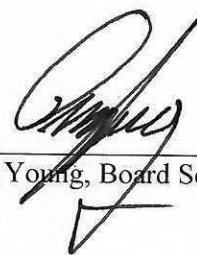
With no further business to wit, a motion was made by Commissioner Belgard, seconded by Commissioner Bless and the Chair adjourned the meeting at 10:05 a.m.

JOINT TRANSIT BOARD
FARIBAULMARTIN COUNTIES



William Groskreutz Jr., Joint Transit Board Chair

ATTEST:



Greg Young, Board Secretary