

Faribault-Martin County Joint Transit Board
Fairmont Transit Facility
1023 N Dewey Street
Fairmont, MN 56031
Tuesday December 23 2025 9:00 a.m.

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

Joint Transit Board members present were: Faribault County Commissioners Groskreutz, Paschke, Anderson, and Young and Martin County Commissioners, Bleess, Koons, Rabbe, Loughmiller, and Kristenson. Missing was Faribault County Commissioner 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 Groskreutz, seconded by Commissioner Anderson to approve the agenda as presented. Motion passed unanimously.

Motion was made by Commissioner Loughmiller, seconded by Commissioner Groskreutz to approve the meeting minutes for the November 19, 2025 Full Board meeting, and the December 12, 2025 Executive Committee meeting. Motion passed unanimously.

Discussion turned to replacement vehicles. Monahan noted that for 2026 there were three vehicles eligible to be applied for – Bus 15, 16 and 18. Recently he was notified that both Bus 15 and 16 met the qualifications in a statewide ranking and were awarded the requested Class 400 replacements. Bus 18 was requested to be replaced with a Transit Van in an effort to downsize and save funds along with expand the purchasing capacity across the state however that vehicle was just outside of the eligible ranking limits for 2026 vehicles. The effort to downsize one of the vehicles to save funds is ongoing however in future years. There was brief discussion regarding the standard statewide replacement schedule. Monahan continued to update that the bus that was totaled in June, Bus 20, will be replaced in a separate contract from the standard replacement vehicles. He noted that there was an insurance settlement for the vehicle but since the vehicle has not yet met its useful life the State reclaimed their share of the vehicles value. The State allowed the Transit Board to keep 10 percent of the insurance settlement to apply towards the local share of Bus 20's replacement. Finally, there was brief discussion in regards to long-awaited electric buses that have been awarded but not ordered. Monahan noted that there is a delay for one vendor to get their vehicle through required testing to finalize getting on the State contract. He stated a desire to have two options to compare from when making the purchase which is ideal for this type of procurement. He is optimistic to be able to place the order this winter yet. There was brief discussion regarding the logistics of electric vehicles being used for public transit. Monahan noted that this is a novel concept and that Faribault – Martin County are being trailblazers for this technology.

Discussion turned to an update on the Blue Earth Transit Facility. Monahan noted that there have been discussions with the Executive Committee recently and he wanted the Full Board appraised of the progress. He is working with Faribault County staff to ensure the 2025 lease agreement is

fulfilled, that general building operations are continuing, and that updates on the progress of the 2026 Facility Grant are ongoing. One issue to resolve during the purchase agreement stage is which portions of the campus to purchase. The original grant application indicated purchasing the detached garage to demolish and then had funds to cover that area with pavement for parking. This was conceived in large part because of the perceived condition of the building and anticipation that it would not be utilized. Since the County's purchase they have found good use for the building and demolition of the building would not be the sensible course to take. This could in turn adjust the planned purchased price in the planned budget but that can be worked out in negotiations. There was discussion regarding the grant's capacity and what some of the proposed amounts were in the grant application. It was noted that the Facility Grant should be executed before any purchase agreement is finalized. There was discussion regarding being able to meet in the Blue Earth Transit Facility upon completion of the renovation. It was also noted that with the renovation and replacement vehicles a large amount of state and federal funds are being brought to the local communities through the transit program which is something to be proud of.

The topic of meetings produced a conversation that resulted in a commitment to go almost paperless in 2026 for Board meetings. Monahan will print out the agendas for each meeting but no longer produce the large board packets on paper. The commissioners will be able to use their computers and Monahan will work to use AV equipment to project the agenda and packet through the meeting so everyone there can follow.

Discussion turned to New Business and an updated Electronic Funds Transfer (EFT) Resolution. Monahan noted that with the new MN Paid Leave law going into effect, Erpelding and Vogt, the contracted accountants that do quarterly tax preparations, will now be making the State tax payment to the Department of Revenue. An updated EFT Resolution that included them to be authorized seemed appropriate. The resolution read as follows:

**RESOLUTION AUTHORIZING FARIBAULT – MARTIN COUNTY TRANSIT BOARD
TRANSIT DIRECTOR TO MAKE ELECTRONIC FUNDS TRANSFERS
FOR YEAR 2026-2027**

WHEREAS, Minnesota Statute 471.38 Subdivision 3 allows a local government to make an electronic funds transfer (EFT) for the following:

- (1) for a claim for a payment from an imprest payroll bank account or investment of excess money;
- (2) for a payment of tax or aid anticipation certificates;
- (3) for a payment of contributions to pension or retirement fund;
- (4) for vendor payments; and
- (5) for payment of bond principal, bond interest and a fiscal agent service charge from the debt redemption fund.

WHEREAS, Minnesota Statute 471.38 Subdivision 3a authorizes electronic funds transfer to only those local governments that have enacted policy controls.

WHEREAS, Minnesota Statute 385.071 allows local government units to use EFT for all expenditures, including payroll processing.

NOW, THEREFORE, BE IT RESOLVED, that the Transit Director of the Faribault-Martin County Transit Board is authorized to make electronic funds transfer per Minnesota Statute 471.38 Subdivision 3.

BE IT FURTHER RESOLVED, that the authority to make electronic funds transfer is further extended to include the payroll office staff in the Office of the Transit Director under the supervision of the Transit Director as necessary to initiate and complete electronic funds transfers to pay expenditures of and for the Faribault – Martin County Transit Board.

BE IT FURTHER RESOLVED, that the authority to make electronic funds transfer is further extended to include the accounting firm of Erpelding and Vogt as necessary to initiate and complete electronic funds transfers to pay expenditures of and for the Faribault – Martin County Transit Board.

BE IT FURTHER RESOLVED, that as part of the policy control procedures, a list of all claims paid, which includes electronic funds transfers, be presented to the Transit Board Executive Committee and the Full Transit Board at their next regularly scheduled meetings.

BE IT FINALLY RESOLVED, upon a motion by **Commissioner Groskreutz**, and seconded by **Commissioner Loughmiller**, and **PASSED** with **9 ayes** and **0 nays**.

Said Resolution was adopted this 23rd day of December 2025.

**Faribault – Martin County Transit Board
Full Transit Board Meeting Minutes
December 23, 2025**

Discussion turned to Personnel Actions. Monahan stated that there were two recent actions that took place that he had neglected to bring to the Executive Committee and he wished to have them recorded before the end of the year. First long time Transit Driver Rick Libby retired from his position at the end of November. Second, a new Probationary Transit Driver Molly Halvorson was hired. There was brief discussion about each individual.

Motion made by Commissioner Loughmiller, seconded by Commissioner Koons to approve the Personnel Actions as presented. Motion passed unanimously.

Next Monahan noted that he has engaged CliftonLarsonAllen to perform the system audit for 2025 next year. He noted that most of the work and field testing will be completed later in the year but some initial data gathering is being completed such as getting Board of Commissioners Conflict of Interest updated forms. With the influx of new commissioners last year an updated set of forms was needed.

Discussion turned to the Ridership Report. Monahan acknowledged that there was a dramatic drop in ridership from October to November along with comparisons from November 2025 to November 2024 and other recent years. His analysis concluded that the most logical reason behind the drop was an abnormally small number of weekday operation days in November 2025 (19) rather than the typical 21 or 22 days and an abnormally large number of weekday operation days (23) in October 2025 which made the decrease from month to month look that much more substantial. He reminded them of some severe weather days that shortened some services, in particular closing the system entirely one Saturday and the Thanksgiving holiday had pre-school and other regular rider having extended holiday breaks. He said the yearly goal is still to achieve 50,000 annual rides for 2025 and December has been very busy so far but with such a low amount in November, and with the holiday breaks now starting in December the 50,000 ride goal may be difficult to achieve.

Discussion turned to the Financial Reports. Monahan presented the Bill Payment List since the last Full Board meeting on November 19th and noted the expenses were typical and business as usual. There was discussion on a few of the bills.

Next, he presented the 2025 Operations Expenditures to Date through November which is 92 percent of the year so anything over that was flagged for an explanation. Most line items are under 92 percent, and the lines that were over, Monahan said he understood the reasoning for and that overall, the spending is on pace. He also noted that revenue for 2025 is exceeding the pace needed to meet the 5 percent local obligation. Most revenue earned since October will contribute to the Transit Reserve Fund. There was discussion about some of the line items and expenditures.

Discussion turned to Special Business and the Election of the Transit Board Officers for 2026. Monahan noted that historically commissioners have moved up a position and the Chair has moved back to the Treasurer position. Commissioner Loughmiller noted that he enjoyed being on the Committee but wished to leave due to being chosen for other committees. There was brief discussion of how to address the appointments of the commissioners.

A motion was made by Commissioner Koons, seconded by Commissioner Anderson to nominate Faribault County Commissioner Greg Young to be Chair. The Board Chair called three times for any other nominations. There were none. A unanimous vote approved the appointment of Commissioner Young.

A motion was made by Commissioner Anderson, seconded by Commissioner Young to nominate Martin County Commissioner Jaime Bleess to be Vice-Chair. The Board Chair called three times for any other nominations. There were none. A unanimous vote approved the appointment of Commissioner Bleess.

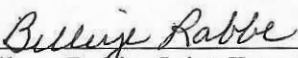
A motion was made by Commissioner Loughmiller, seconded by Commissioner Anderson to nominate Faribault County Commissioner Bill Groskreutz to be Secretary. The Board Chair called three times for any other nominations. There were none. A unanimous vote approved the appointment of Commissioner Groskreutz.

A motion was made by Commissioner Anderson, seconded by Commissioner Koons to nominate Martin County Commissioner Billeye Rabbe to be Treasurer. The Board Chair called three times for any other nominations. There were none. A unanimous vote approved the appointment of Commissioner Rabbe.

The next Executive Committee meeting was scheduled for Friday January 9th at 9:00 am in Fairmont. The next Full Board meeting will be held Tuesday February 24th and is planned to be held in Fairmont at the Fairmont Transit Facility.

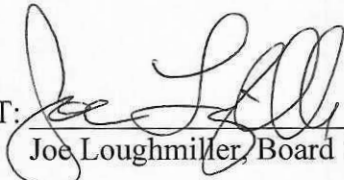
With no further business to wit, the Board Chair adjourned the meeting at 9:50 am.

JOINT TRANSIT BOARD
FARIBAULT - MARTIN COUNTIES



Billeye Rabbe Joint Transit Board Chair

ATTEST:



Joe Loughmiller, Board Secretary