



AGENDA AND NOTICE OF MEETING
MINNESOTA RIVER VALLEY TRANSIT JOINT POWERS BOARD
Tuesday, January 11, 2022 – 2:30 p.m.
City Hall Basement Conference Room – 227 South Front Street, Saint Peter

- I. **CALL TO ORDER**
- II. **OATH OF OFFICE**
- III. **ELECTION OF OFFICERS**
 1. Chair
 2. Vice-Chair
 3. Secretary
- IV. **APPROVAL OF AGENDA**
- V. **APPROVAL OF MINUTES/DISBURSEMENTS**
 - A. November 19, 2021 Regular Meeting
 - B. December 2, 2021 Special Meeting
 - C. Disbursements List Approval – November 1, 2021 – December 31, 2021
- Vi. **VISITORS**
 - A. Schedule of Visitor Comments on Agenda Items
 - B. General Visitor Comments
- VII. **OLD BUSINESS**
 - A. 2022 Meeting Dates/Locations
- VIII. **NEW BUSINESS**

None scheduled
- IX. **REPORTS**
 1. Operation Manager Report
 - a. Use Statistics
 2. Compliance Manager Reports
 - a. EZ Pay Update
 3. Administration Reports
 - a. Financials
 - b. COVID Rules Update
 1. Employees
 2. Passengers
- X. **ADJOURNMENT**



OATH OF OFFICE

STATE OF MINNESOTA)
COUNTY OF NICOLLET)
CITY OF SAINT PETER)

I, _____, do solemnly swear that I will support the Constitution of the United States and that of the State of Minnesota, and that I will faithfully and impartially discharge the duties of Minnesota River Valley Transit Board Member, to which office I have been appointed, to the best of my judgment and ability.

Subscribed and sworn to before me
this 11th day of January, 2022.

Barbara A. Luker
Notary Public



TO: MRVT Board Members

DATE: 01/07/22

FROM: Todd Prafke
Saint Peter City Administrator

RE: Election Of Officers

ACTION/RECOMMENDATION

Provide for election of Chair, Vice-Chair and Secretary of the Board.

BACKGROUND

Minnesota River Valley Transit Joint Powers Agreement calls for the Board to elect a Chair, Vice-Chair and Secretary. This election is done on an annual basis.

At this time it is appropriate for the Board to take action to elect these Officers. This action can be accomplished by simple motion for each position.

Please feel free to contact me should you have any questions or concerns about this agenda item.

TP/bal

MINNESOTA RIVER VALLEY TRANSIT

OFFICIAL PROCEEDINGS

MINUTES OF THE BOARD MEETING

NOVEMBER 19, 2021

Pursuant to due call and notice thereof, a regular meeting of the Board of Minnesota River Valley Transit was conducted on November 19, 2021 in the City of Saint Peter City Hall conference room. (This was a rescheduled meeting as the November 9, 2021 meeting did not include a quorum.

A quorum present, Chairperson Marvin Sullivan called the meeting to order at 12:30 p.m. The following members were present: Emily Bruflat (City of Saint Peter representative) and Marvin Sullivan and Mark Huntington (City of Le Sueur representatives). Absent was Charles Zieman (City of Saint Peter representative). The following official was present: Saint Peter City Administrator Todd Prafke.

Approval of Agenda – A motion was made by Huntington, seconded by Bruflat, to approve the agenda. With all in favor, the agenda was approved.

Approval of Minutes/Disbursements – A motion was made by Bruflat, seconded by Huntington, to approve the minutes of the September 14, 2021 regular meeting. Upon roll call, with all in favor, the motion carried.

A motion was made by Huntington seconded by Bruflat, to approve the disbursements from September 1, 2021 – October 31, 2021. Upon roll call, with all in favor, the motion carried.

Bus Purchase Authorization – City Administrator Prafke provided a report on the recommendation to purchase a Elkhart Coach ECII gas powered bus from North Central Bus & Equipment in the amount of \$94,503 bus with 100% funding from MnDOT. Compliance Manager Albers noted that the terms of the grant required purchase of safety equipment as part of the purchase which is the reason for the slightly higher cost than previous purchases. In motion by Bruflat, seconded by Huntington, Resolution No. 2021-04 entitled, “Resolution Approving Purchase Of New Bus To Be Funded By MnDOT Bus Purchase Grant” was introduced. With all in favor, the motion carried. A complete copy of Resolution No. 2021-04 is contained in the book entitled “Minnesota River Valley Transit Board Actions 1”.

2022 Capital Purchase Grant Application – City Administrator Prafke recommended authorization be provided for submission of a transit capital grant application for funding in 2022 for funds to be used for purchase of two buses at an approximate cost for each bus of \$100,000. Albers also reported the resolution does not authorize purchase of the buses, but only submission of the grant application which could require 0-20% local share depending on how MnDOT would fund the grant. Prafke noted financial projects showed the system would be able to fund up to 20% of the local share cost if necessary. In motion by Huntington, seconded by Bruflat, Resolution No. 2021-05 entitled, “Resolution Authorizing Submission Of Transit Capital Grant Application For 2022” was introduced. With all in favor, the motion carried. A complete copy of Resolution No. 2021-05 is contained in the book entitled “Minnesota River Valley Transit Board Actions 1”.

2022 Fare Discussion – City Administrator Prafke presented options for implementation of fares in 2022. Prafke reminded the Board that federal funding to cover operational costs was expected to continue into 2022, however MnDOT was recommending fares be implemented again to build up reserve funds for the system. Prafke noted that the option recommended by staff for 2022 fares would establish fares effective January 1, 2022 that would provide for uniformity of rates between St. Peter and Le Sueur.

Staff provided information on financial projections for each of the fare options provided and the impact implementation of the EZ Pay system would have on ridership. Prafke pointed out that should the Board not take action to change fares, the 2022 fare would be “zero” as that was the last action taken by the Board.

Prafke noted the RouteMatch software company had been purchased by Uber and if the company failed to support their project, it is possible that fares would become free simply based on needing to move people whether the payment software was working or not.

Member Huntington asked for clarification on the number of riders pre-covid and during covid and whether the free fares are driving the numbers and also expressed his desire to see increased fees for advertising on the buses. Huntington suggested that fares be implemented in 2022, but if software problems occur and we are to waive fares while solving it, promote that period as a “free weeks” to increase ridership.

Member Bruflat expressed her belief that option C, as recommended by staff, established a more stable rate for customers, however, she did question whether lowering the fare for pre-school to \$1.00 was an option. Prafke noted the different assistance services that are available for families with limited resources and that the families served by Minnesota River Valley Transit pre-school are customers of the private day cares.

Member Sullivan discussed future funding (2023) and options for changing or reducing fares.

In motion by Huntington, seconded by Bruflat, Resolution No. 2021-06 entitled, “Resolution Approving 2022 Fare Schedule” was introduced. With all in favor, the motion carried. A complete copy of Resolution No. 2021-06 is contained in the book entitled “Minnesota River Valley Transit Board Actions 1”.

2022 Meeting Dates/Locations – Members discussed possible meeting dates/locations for 2022 and decided to wait until new members are designated.

COVID Vaccination/Mask Policies – Staff reported masks were still required of drivers and passengers and no action regarding vaccination requirements was proposed until OSHA regulations are received.

Reports

Operation Manager Report – Operation Manager Owen directed attention to the ridership graphs which had been included in the meeting packet.

Compliance Manager Report – Compliance Manager Albers reported on ongoing training and Routematch.

There being no further action, a motion was made by Huntington, seconded by Bruflat, to adjourn.
With all in favor, the meeting adjourned at 1:28 p.m.

Marvin Sullivan
Chairperson

ATTEST:

Todd Prafke
Saint Peter City Administrator

MINNESOTA RIVER VALLEY TRANSIT

OFFICIAL PROCEEDINGS

**MINUTES OF THE SPECIAL BOARD MEETING
DECEMBER 2, 2021**

Pursuant to due call and notice thereof, a special meeting of the Board of Minnesota River Valley Transit was conducted on December 2, 2021 through the virtual GoToMeeting platform.

A quorum present, Chairperson Marvin Sullivan called the meeting to order at 2:30 p.m. The following members were present: Emily Bruflat (City of Saint Peter representative) and Marvin Sullivan and Mark Huntington (City of Le Sueur representatives). Absent was Charles Zieman (City of Saint Peter representative). The following official was present: Saint Peter City Administrator Todd Prafke.

Bus Purchase Authorization – City Administrator Prafke explained that MnDOT has rejected Resolution 2021-04 which authorized purchase of a bus in 2022 and had requested clarification related to the funding sources for the purchase. Prafke presented a replacement resolution that would rescind the original resolution and include the language requested by MnDOT that indicated Minnesota River Valley Transit would finance 0% of the purchase; the State would fund 16.08% and the Federal share would be 83.92%. In motion by Bruflat, seconded by Huntington, Resolution No. 2021-07 entitled, “Resolution Rescinding Minnesota River Valley Transit Resolution No. 2021-04 And Approving Purchase Of New Bus To Be Funded By MnDOT Bus Purchase Grant” was introduced. With all in favor, the motion carried. A complete copy of Resolution No. 2021-07 is contained in the book entitled “Minnesota River Valley Transit Board Actions 1”.

There being no further action, a motion was made by Huntington, seconded by Bruflat, to adjourn. With all in favor, the meeting adjourned at 2:33 p.m.

Marvin Sullivan
Chairperson

ATTEST:

Todd Prafke
Saint Peter City Administrator

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NOVEMBER & DECEMBER, 2021 EXPENSES

| Account | Account Name | Description | Vendor Name | Amount | Date |
|---------------|--------------------------------|----------------------------|-----------------------------|-----------|------------|
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 10-31-2021 | CITY OF SAINT PETER | 10,876.94 | 11/05/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 10-31-2021 | CITY OF SAINT PETER | 3,464.34 | 11/05/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 10-31-2021 | CITY OF SAINT PETER | 757.28 | 11/05/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 10-31-2021 | CITY OF SAINT PETER | 3,388.10 | 11/05/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 11-14-2021 | CITY OF SAINT PETER | 10,462.01 | 11/19/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 11-14-2021 | CITY OF SAINT PETER | 3,662.12 | 11/19/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 11-14-2021 | CITY OF SAINT PETER | 516.63 | 11/19/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 11-14-2021 | CITY OF SAINT PETER | 4,088.62 | 11/19/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 11-14-2021 | CITY OF SAINT PETER | 30.24 | 11/19/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 11-28-2021 | CITY OF SAINT PETER | 10,200.91 | 12/03/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 11-28-2021 | CITY OF SAINT PETER | 3,904.56 | 12/03/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 11-28-2021 | CITY OF SAINT PETER | 713.05 | 12/03/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 11-28-2021 | CITY OF SAINT PETER | 3,109.00 | 12/03/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 11-28-2021 | CITY OF SAINT PETER | 32.42 | 12/03/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 11-28-2021 | CITY OF SAINT PETER | 13.00 | 12/03/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PY PE 12-08-2021 LONGEVITY | CITY OF SAINT PETER | 334.70 | 12/10/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PY PE 12-08-2021 LONGEVITY | CITY OF SAINT PETER | 1,061.64 | 12/10/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PY PE 12-08-2021 LONGEVITY | CITY OF SAINT PETER | 403.52 | 12/10/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 12-12-2021 | CITY OF SAINT PETER | 10,760.45 | 12/17/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 12-12-2021 | CITY OF SAINT PETER | 3,674.88 | 12/17/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 12-12-2021 | CITY OF SAINT PETER | 842.58 | 12/17/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 12-12-2021 | CITY OF SAINT PETER | 3,676.47 | 12/17/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 12-12-2021 | CITY OF SAINT PETER | 13.40 | 12/17/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 12-26-2021 | CITY OF SAINT PETER | 9,519.52 | 12/30/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 12-26-2021 | CITY OF SAINT PETER | 4,057.68 | 12/30/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 12-26-2021 | CITY OF SAINT PETER | 748.96 | 12/30/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 12-26-2021 | CITY OF SAINT PETER | 2,814.48 | 12/30/2021 |
| 830-41800-100 | INTERGOVERNMENTAL WAGES | PAYROLL PE 12-26-2021 | CITY OF SAINT PETER | 29.84 | 12/30/2021 |
| 830-41800-102 | INTERGOVERNMENTAL - OVERTIME | PAYROLL PE 10-31-2021 | CITY OF SAINT PETER | 119.05 | 11/05/2021 |
| 830-41800-102 | INTERGOVERNMENTAL - OVERTIME | PAYROLL PE 10-31-2021 | CITY OF SAINT PETER | 76.56 | 11/05/2021 |
| 830-41800-102 | INTERGOVERNMENTAL - OVERTIME | PAYROLL PE 11-14-2021 | CITY OF SAINT PETER | 315.81 | 11/19/2021 |
| 830-41800-102 | INTERGOVERNMENTAL - OVERTIME | PAYROLL PE 11-14-2021 | CITY OF SAINT PETER | 535.92 | 11/19/2021 |
| 830-41800-102 | INTERGOVERNMENTAL - OVERTIME | PAYROLL PE 11-28-2021 | CITY OF SAINT PETER | 243.08 | 12/03/2021 |
| 830-41800-102 | INTERGOVERNMENTAL - OVERTIME | PAYROLL PE 12-12-2021 | CITY OF SAINT PETER | 421.08 | 12/17/2021 |
| 830-41800-102 | INTERGOVERNMENTAL - OVERTIME | PAYROLL PE 12-26-2021 | CITY OF SAINT PETER | 124.41 | 12/30/2021 |
| 830-41800-121 | INTERGOVERNMENTAL PERA CONTRIB | PERA | PERA - PUBLIC EMPLOYEES R I | 1,102.41 | 11/10/2021 |
| 830-41800-121 | INTERGOVERNMENTAL PERA CONTRIB | PERA | PERA - PUBLIC EMPLOYEES R I | 1,109.54 | 11/24/2021 |
| 830-41800-121 | INTERGOVERNMENTAL PERA CONTRIB | PERA | PERA - PUBLIC EMPLOYEES R I | 1,072.49 | 12/08/2021 |
| 830-41800-121 | INTERGOVERNMENTAL PERA CONTRIB | PERA | PERA - PUBLIC EMPLOYEES R I | 95.17 | 12/15/2021 |
| 830-41800-121 | INTERGOVERNMENTAL PERA CONTRIB | PERA | PERA - PUBLIC EMPLOYEES R I | 1,152.41 | 12/17/2021 |
| 830-41800-121 | INTERGOVERNMENTAL PERA CONTRIB | PERA | PERA - PUBLIC EMPLOYEES R I | 974.31 | 12/30/2021 |
| 830-41800-122 | INTERGOVERNMENTAL FICA CONTRIB | FICA | INTERNAL REVENUE SERVICE | 1,138.21 | 11/10/2021 |
| 830-41800-122 | INTERGOVERNMENTAL FICA CONTRIB | FICA | INTERNAL REVENUE SERVICE | 1,203.26 | 11/24/2021 |
| 830-41800-122 | INTERGOVERNMENTAL FICA CONTRIB | FICA | INTERNAL REVENUE SERVICE | 1,108.96 | 12/08/2021 |
| 830-41800-122 | INTERGOVERNMENTAL FICA CONTRIB | FICA | INTERNAL REVENUE SERVICE | 111.59 | 12/15/2021 |
| 830-41800-122 | INTERGOVERNMENTAL FICA CONTRIB | FICA | INTERNAL REVENUE SERVICE | 1,212.36 | 12/17/2021 |
| 830-41800-122 | INTERGOVERNMENTAL FICA CONTRIB | FICA | INTERNAL REVENUE SERVICE | 1,059.19 | 12/30/2021 |
| 830-41800-126 | INTERGOVERNMENTAL MEDICARE CON | medicare withholding | INTERNAL REVENUE SERVICE | 266.19 | 11/10/2021 |
| 830-41800-126 | INTERGOVERNMENTAL MEDICARE CON | medicare withholding | INTERNAL REVENUE SERVICE | 281.41 | 11/24/2021 |
| 830-41800-126 | INTERGOVERNMENTAL MEDICARE CON | medicare withholding | INTERNAL REVENUE SERVICE | 259.31 | 12/08/2021 |
| 830-41800-126 | INTERGOVERNMENTAL MEDICARE CON | medicare withholding | INTERNAL REVENUE SERVICE | 26.10 | 12/15/2021 |
| 830-41800-126 | INTERGOVERNMENTAL MEDICARE CON | medicare withholding | INTERNAL REVENUE SERVICE | 283.52 | 12/17/2021 |
| 830-41800-126 | INTERGOVERNMENTAL MEDICARE CON | medicare withholding | INTERNAL REVENUE SERVICE | 247.71 | 12/30/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | health insurance premium | BLUE CROSS BLUE SHIELD OF | 1,597.00 | 11/01/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | health insurance premium | BLUE CROSS BLUE SHIELD OF | 1,597.00 | 11/01/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | health insurance premium | BLUE CROSS BLUE SHIELD OF | 805.75 | 11/01/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | health insurance premium | BLUE CROSS BLUE SHIELD OF | 805.75 | 11/01/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | PAYROLL PE 11-14-2021 | CITY OF SAINT PETER | 30.00 | 11/19/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | PAYROLL PE 11-14-2021 | CITY OF SAINT PETER | 60.00 | 11/19/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | PAYROLL PE 11-14-2021 | CITY OF SAINT PETER | 30.00 | 11/19/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | admin fee | FURTHER (FORMERLY SELECT | 13.75 | 11/24/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | health insurance premium | BLUE CROSS BLUE SHIELD OF | 1,597.00 | 12/01/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | health insurance premium | BLUE CROSS BLUE SHIELD OF | 1,597.00 | 12/01/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | health insurance premium | BLUE CROSS BLUE SHIELD OF | 805.75 | 12/01/2021 |

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NOVEMBER & DECEMBER, 2021 EXPENSES

| Account | Account Name | Description | Vendor Name | Amount | Date |
|---------------|-------------------------------------|--------------------------------|---------------------------|----------|------------|
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | health insurance premium | BLUE CROSS BLUE SHIELD OF | 805.75 | 12/01/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | ee assistance prog 20111 | EMPLOYEE ASSISTANCE PROGR | 5.00 | 12/10/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | PAYROLL PE 12-12-2021 | CITY OF SAINT PETER | 30.00 | 12/17/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | PAYROLL PE 12-12-2021 | CITY OF SAINT PETER | 60.00 | 12/17/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | PAYROLL PE 12-12-2021 | CITY OF SAINT PETER | 30.00 | 12/17/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | admin fee | FURTHER (FORMERLY SELECT | 13.75 | 12/22/2021 |
| 830-41800-131 | INTERGOVERNMENTAL HEALTH INSUR | ee assistance prog 20111 | EMPLOYEE ASSISTANCE PROGR | 5.00 | 12/28/2021 |
| 830-41800-132 | INTERGOVERNMENTAL DENTAL INSUR | Self Insurance | SIMPLE DENTAL BENEFITS | 342.88 | 11/05/2021 |
| 830-41800-132 | INTERGOVERNMENTAL DENTAL INSUR | Self Insurance | SIMPLE DENTAL BENEFITS | 344.00 | 12/03/2021 |
| 830-41800-133 | INTERGOVERNMENTAL LIFE INSURANCE | LIFE INSURANCE PREMIUM | SUN LIFE FINANCIAL | 8.15 | 11/10/2021 |
| 830-41800-133 | INTERGOVERNMENTAL LIFE INSURANCE | LIFE INSURANCE PREMIUM | SUN LIFE FINANCIAL | 8.16 | 12/08/2021 |
| 830-41800-200 | INTERGOVERNMENTAL OFFICE SUPPLIES | office supplies | INNOVATIVE OFFICE Solutio | 42.48 | 11/22/2021 |
| 830-41800-200 | INTERGOVERNMENTAL OFFICE SUPPLIES | office supplies | INNOVATIVE OFFICE Solutio | 76.26 | 11/22/2021 |
| 830-41800-200 | INTERGOVERNMENTAL OFFICE SUPPLIES | office supplies | TRUSTWORTHY HARDWARE | 17.97 | 11/22/2021 |
| 830-41800-200 | INTERGOVERNMENTAL OFFICE SUPPLIES | batteries | ARROW HARDWARE & PAINT | 9.99 | 12/13/2021 |
| 830-41800-200 | INTERGOVERNMENTAL OFFICE SUPPLIES | batteries | ARROW HARDWARE & PAINT | 6.59 | 12/13/2021 |
| 830-41800-200 | INTERGOVERNMENTAL OFFICE SUPPLIES | office supplies | INNOVATIVE OFFICE Solutio | 151.93 | 12/25/2021 |
| 830-41800-211 | INTERGOVERNMENTAL MOTOR FUELS | fuel | HOLIDAY | 1,364.69 | 11/08/2021 |
| 830-41800-211 | INTERGOVERNMENTAL MOTOR FUELS | MN REVENUE:OCT FUEL REFUND MR | MN DEPT OF REVENUE | (625.86) | 11/16/2021 |
| 830-41800-211 | INTERGOVERNMENTAL MOTOR FUELS | oct. fuel | KWIK TRIP INC | 5,200.90 | 11/22/2021 |
| 830-41800-211 | INTERGOVERNMENTAL MOTOR FUELS | nov. fuel | HOLIDAY | 1,266.62 | 12/13/2021 |
| 830-41800-211 | INTERGOVERNMENTAL MOTOR FUELS | ST OF MN:FUEL REFUND TRANSIT | MN DEPT OF REVENUE | (568.01) | 12/16/2021 |
| 830-41800-211 | INTERGOVERNMENTAL MOTOR FUELS | nov. fuel | KWIK TRIP INC | 4,618.21 | 12/24/2021 |
| 830-41800-211 | INTERGOVERNMENTAL MOTOR FUELS | dec. fuel | HOLIDAY | 1,219.32 | 12/25/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | dot physical | CHIROPRACTIC HEALTH CENTE | 90.00 | 11/08/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | employee testing | MN MUNICIPAL UTILITIES AS | 465.00 | 11/22/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | employee testing | MN MUNICIPAL UTILITIES AS | 112.50 | 11/22/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | employee testing | RIVER'S EDGE HOSPITAL & C | 29.00 | 11/22/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | dot physical | CHIROPRACTIC HEALTH CENTE | 90.00 | 11/22/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | dot physical | CHIROPRACTIC HEALTH CENTE | 90.00 | 11/22/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | MRVT ST PETER ACCTG FEE | CITY OF SAINT PETER | 500.00 | 11/30/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | repair phone system | COMPUTER TECHNOLOGY Solut | 586.45 | 12/13/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | accident deductible | LEAGUE OF MN CITIES INSUR | 1,000.00 | 12/13/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | lab testing | RIVER'S EDGE HOSPITAL & C | 64.00 | 12/24/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | dot physical | SHAWN C. ANDREWS | 75.00 | 12/24/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | drug testing enrollment | VISA | 149.95 | 12/25/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | 2021 mileage | OWEN, SANDI | 379.68 | 12/25/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | dot physical | RISING SUN CHIROPRACTIC & | 85.00 | 12/25/2021 |
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERV | MRVT ST PETER ACCTG FEE | CITY OF SAINT PETER | 500.00 | 12/31/2021 |
| 830-41800-321 | INTERGOVERNMENTAL TELEPHONE | PAYROLL PE 10-31-2021 | CITY OF SAINT PETER | 93.00 | 11/05/2021 |
| 830-41800-321 | INTERGOVERNMENTAL TELEPHONE | PAYROLL PE 11-28-2021 | CITY OF SAINT PETER | 93.00 | 12/03/2021 |
| 830-41800-340 | INTERGOVERNMENTAL ADVERTISING | bus driver employment ad | ST PETER HERALD | 472.50 | 12/13/2021 |
| 830-41800-380 | INTERGOVERNMENTAL UTILITIES | data & cell phones | VERIZON WIRELESS | 123.21 | 11/08/2021 |
| 830-41800-380 | INTERGOVERNMENTAL UTILITIES | internet | MEDIACOM | 176.29 | 11/22/2021 |
| 830-41800-380 | INTERGOVERNMENTAL UTILITIES | internet | METRO FIBERNET LLC. | 110.00 | 11/22/2021 |
| 830-41800-380 | INTERGOVERNMENTAL UTILITIES | voip phone service | MY TELEPATH | 142.40 | 11/22/2021 |
| 830-41800-380 | INTERGOVERNMENTAL UTILITIES | data & cell phones | VERIZON WIRELESS | 158.83 | 12/13/2021 |
| 830-41800-380 | INTERGOVERNMENTAL UTILITIES | voip phone service | MY TELEPATH | 142.40 | 12/13/2021 |
| 830-41800-380 | INTERGOVERNMENTAL UTILITIES | internet | MEDIACOM | 176.90 | 12/24/2021 |
| 830-41800-380 | INTERGOVERNMENTAL UTILITIES | internet | METRO FIBERNET LLC. | 100.00 | 12/24/2021 |
| 830-41800-380 | INTERGOVERNMENTAL UTILITIES | dec. cell phone & data | VERIZON WIRELESS | 123.21 | 12/25/2021 |
| 830-41800-404 | INTERGOVERNMENTAL EQUIP-REP&MA | compact microphone | ALPHA WIRELESS COMMUNICAT | 80.00 | 11/08/2021 |
| 830-41800-404 | INTERGOVERNMENTAL EQUIP-REP&MA | bus cleaning | TRUSTWORTHY HARDWARE | 29.98 | 11/22/2021 |
| 830-41800-404 | INTERGOVERNMENTAL EQUIP-REP&MA | MECHANIC W.O. CORRECTIVE MAINT | CITY OF SAINT PETER | 1,256.54 | 11/30/2021 |
| 830-41800-404 | INTERGOVERNMENTAL EQUIP-REP&MA | MECHANIC W.O. TIRES | CITY OF SAINT PETER | 1,081.88 | 11/30/2021 |
| 830-41800-404 | INTERGOVERNMENTAL EQUIP-REP&MA | fuel cap | NAPA AUTO PARTS OF ST PET | 22.49 | 12/13/2021 |
| 830-41800-404 | INTERGOVERNMENTAL EQUIP-REP&MA | headlight bulb replaceme | VISA | 38.95 | 12/13/2021 |
| 830-41800-404 | INTERGOVERNMENTAL EQUIP-REP&MA | tablet mounts for buses | VISA | 723.03 | 12/13/2021 |
| 830-41800-404 | INTERGOVERNMENTAL EQUIP-REP&MA | MECHANIC W.O. PREVENTIVE MAINT | CITY OF SAINT PETER | 140.59 | 12/31/2021 |
| 830-41800-404 | INTERGOVERNMENTAL EQUIP-REP&MA | MECHANIC W.O. CORRECTIVE MAINT | CITY OF SAINT PETER | 677.98 | 12/31/2021 |
| 830-41800-412 | INTERGOVERNMENTAL BUILDING REN | dec. rental mrvt garage/ | CITY OF LE SUEUR | 136.27 | 11/22/2021 |
| 830-41800-412 | INTERGOVERNMENTAL BUILDING REN | MRVT LEASE ST PETER CITY HALL | CITY OF SAINT PETER | 85.85 | 11/30/2021 |
| 830-41800-415 | INTERGOVERNMENTAL EQUIPMENT RENT | dec. rental mrvt garage/ | CITY OF LE SUEUR | 1,577.30 | 11/22/2021 |
| 830-41800-415 | INTERGOVERNMENTAL EQUIPMENT RENT | MRVT LEASE ST PETER CITY HALL | CITY OF SAINT PETER | 1,106.66 | 11/30/2021 |

830 - MN RIVER VALLEY TRANSIT

NOVEMBER & DECEMBER, 2021 EXPENSES

| Account | Account Name | Description | Vendor Name | Amount | Date |
|----------------|--------------|-------------------------------|--------------------|------------|------|
| | | | GRAND TOTAL | 144,156.01 | |
| SUMMARY | | | | | |
| 830-41800-100 | | INTERGOVERNMENTAL WAGES | | 93,157.34 | |
| 830-41800-102 | | INTERGOVERNMENTAL - OVERTIME | | 1,835.91 | |
| 830-41800-121 | | INTERGOVERNMENTAL PERA CONT | | 5,506.33 | |
| 830-41800-122 | | INTERGOVERNMENTAL FICA CONTI | | 5,833.57 | |
| 830-41800-126 | | INTERGOVERNMENTAL MEDICARE | | 1,364.24 | |
| 830-41800-131 | | INTERGOVERNMENTAL HEALTH IN: | | 9,888.50 | |
| 830-41800-132 | | INTERGOVERNMENTAL DENTAL IN: | | 686.88 | |
| 830-41800-133 | | INTERGOVERNMENTAL LIFE INSUR: | | 16.31 | |
| 830-41800-200 | | INTERGOVERNMENTAL OFFICE SUF | | 305.22 | |
| 830-41800-211 | | INTERGOVERNMENTAL MOTOR FU | | 12,475.87 | |
| 830-41800-300 | | INTERGOVERNMENTAL PROFESSIO | | 4,216.58 | |
| 830-41800-321 | | INTERGOVERNMENTAL TELEPHONI | | 186.00 | |
| 830-41800-340 | | INTERGOVERNMENTAL ADVERTISIN | | 472.50 | |
| 830-41800-380 | | INTERGOVERNMENTAL UTILITIES | | 1,253.24 | |
| 830-41800-404 | | INTERGOVERNMENTAL EQUIP-REP. | | 4,051.44 | |
| 830-41800-412 | | INTERGOVERNMENTAL BUILDING F | | 222.12 | |
| 830-41800-415 | | INTERGOVERNMENTAL EQUIPMEN | | 2,683.96 | |
| | | GRAND TOTAL | | 144,156.01 | |

830 - MN RIVER VALLEY TRANSIT

OCTOBER, 2021 EXPENSES #2

| Account | Account Name |
|----------------|-----------------------------------------|
| 830-41800-300 | INTERGOVERNMENTAL PROFESSIONAL SERVICES |

| Description | Vendor Name | Amount | Date |
|-------------------------|---------------------|---------------|-------------|
| MRVT ST PETER ACCTG FEE | CITY OF SAINT PETER | 500.00 | 10/31/2021 |
| GRAND TOTAL | | 500.00 | |



TO: MRVT Board Members

DATE: 01/07/22

FROM: Todd Prafke
Saint Peter City Administrator

RE: 2022 Meeting Dates/Locations

ACTION/RECOMMENDATION

Provide for adoption of a schedule of meeting dates, times and locations.

BACKGROUND

It is appropriate at the first meeting of the calendar year for the Minnesota River Valley Transit Board to consider action to set regular meetings.

The Board has previously discussed that waiting until now to make a decision would provide opportunity for new members to provide input. In the past, meetings have been on the second Tuesday of odd numbered months beginning at 2:30 p.m. in alternating cities. That pattern was thrown off a bit due to COVID and the need to have special meetings to meet deadlines under MNDOT requirements.

Generally staff believes that meeting every other month works well and provides the ability to cover the needed business, however, we might suggest that even number months are somewhat better based on what deadlines for certain actions that require Board approval for submittal to MNDOT.

The current Tuesday at 2:30 p.m. seems to work, but with new members and changing personal schedules there may be a more convenient month/day of week/week of month/time for this meeting. The Board should provide direction in this area.

One other suggestion was to alternate the location (St. Peter or Le Sueur) not on an every other meeting basis, but rather every other year.

Establishing a meeting date, time and location can be accomplished by simple motions if the Board desires.

Please feel free to contact me should you have any questions or concerns about this agenda item.

TP/bal

| | | Weekly Avg. Ridership | | | | | Gus Bus Monthly | | | |
|--|-----|-----------------------|-------|-------|--|-----|-----------------|-------|-------|------|
| | | 2019 | 2020 | 2021 | | | Rides | 2019 | 2020 | 2021 |
| | JAN | 1,142 | 1,202 | 881 | | JAN | 1,841 | 2,876 | - | |
| | FEB | 1,111 | 1,170 | 906 | | FEB | 1,307 | 3,364 | - | |
| | MAR | 1,295 | 709 | 1,176 | | MAR | 4,155 | 2,665 | - | |
| | APR | 1,112 | 219 | 1,075 | | APR | 2,604 | - | - | |
| | May | 1,277 | 331 | 1,026 | | May | 3,996 | - | - | |
| | JUN | 1,170 | 559 | 950 | | JUN | - | - | - | |
| | JUL | 860 | 600 | 931 | | JUL | - | - | - | |
| | AUG | 934 | 613 | 1,035 | | AUG | - | - | - | |
| | SEP | 883 | 832 | 1,419 | | SEP | 2,401 | - | 1,504 | |
| | OCT | 1,508 | 988 | 1,463 | | OCT | 2,023 | - | 2,726 | |
| | NOV | 1,151 | 827 | 1,335 | | NOV | 3,385 | - | 2,106 | |
| | DEC | 1,036 | 743 | 1,305 | | DEC | 1,202 | - | 1,382 | |