

MINNESOTA RIVER VALLEY TRANSIT

OFFICIAL PROCEEDINGS

MINUTES OF THE BOARD MEETING MAY 11, 2021

Pursuant to due call and notice thereof, a regular meeting of the Board of Minnesota River Valley Transit was conducted on May 11, 2021 through the virtual GoToMeeting platform. Under M.S. 13D.021, the Board is able to conduct meetings by electronic means in the event of a state-wide emergency. Governor Walz has declared a state-wide peacetime emergency and as such Minnesota River Valley Transit meetings will be conducted remotely using GoToMeeting software until further notice.

A quorum present, Chairperson Marvin Sullivan called the meeting to order at 2:31 p.m. The following members were present: Stephan Grams and Emily Bruflat (City of Saint Peter representatives) and Marvin Sullivan and Dave Swanberg (City of Le Sueur representatives). The following official was present: Saint Peter City Administrator Todd Prafke.

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

Approval of Minutes/Disbursements – A motion was made by Bruflat, seconded by Swanberg, to approve the minutes of the March 9, 2021 regular meeting. Upon roll call, with all in favor, the motion carried.

A motion was made by Swanberg, seconded by Bruflat, to approve the disbursements from March 1, 2021 – April, 28, 2021. Upon roll call, with all in favor, the motion carried.

Reports

Operation Manager Report – Operation Manager Owen reported on ridership numbers and showed graphs regarding ridership which was continuing a gradual increase with State restrictions easing and people going back to work. Owen also reported that discussions are beginning once again on reimplementation of Gus Bus this fall. Prafke noted that Gustavus is charged a break even hourly fee for driver/bus (combined) and a separate fee for Dispatch.

Sullivan expressed appreciation for the graphs with Prafke promising the information will be included in the packet for future meetings.

Owen indicated pre-school express would end in May and on June 4th Le Sueur would go to one bus as the majority of the rides there were school and pre-school. Owen also reported the State Patrol wheel chair inspections had been completed with no deficiencies noted and Minnesota River Valley Transit may provide rides for the Giant Days celebration in Le Sueur.

Compliance Manager Report – There was no Compliance Manager report but Prafke noted there were no recent denials of service and that anyone riding the bus was still required to wear masks due to the Federal funding received.

Administration Report – Saint Peter City Administrator Prafke reported on the budget development which would be considered at the July meeting along with a request for submission of the operational grant application. Prafke further noted proposed changes to rules regulating reserve funds and Minnesota River Valley Transit's compliance with the rules. Saint Peter Finance Director Vogel reported her calculations show approximately \$320,000 will need to be reimbursed to the State due to COVID funding and the money has been earmarked for repayment.

Prafke reported staff was in the process of reviewing possible changes to the Medical Review Officer (MRO) and testing location related to the drug testing program. Prafke cited issues with St. Louis MRO not being timely in sending the random draw lists each quarter and an inability for River's Edge Hospital laboratory to do random tests during all hours Minnesota River Valley Transit is in operation as the reasons leading to staff's review.

Finally, Prafke reported on initiation of discussion with the Le Sueur City Administrator regarding leasing additional office space in the City of Le Sueur building where Minnesota River Valley Transit's office is housed.

Chairperson Sullivan reminded the Board of the next meeting on July 13, 2021 at 2:30 p.m.

There being no further action, a motion was made by Grams, seconded by Swanberg, to adjourn. With all in favor, the meeting adjourned at 3:00 p.m.

Marvin Sullivan
Chairperson

ATTEST:

Todd Prafke
Saint Peter City Administrator