555th Policy Board Meeting
Fargo-Moorhead Metropolitan Council of Governments
Thursday, June 21, 2018 – 4:00 pm
Metro COG Conference Room

Members Present:
Brenda Elmer Moorhead City Council
Shara Fischer Fargo Planning Commission
Steve Gehrtz Moorhead City Council
Tony Grindberg Fargo City Commission
John Gunkelman Fargo Planning Commission
Sharon May Horace City Commission
Dave Piepkorn Fargo City Commission
Arland Rasmussen Cass County Commission
Rocky Schneider Fargo Planning Commission
Kevin Spaulding Dilworth City Council
John Strand Fargo City Commission
Larry Weil City of West Fargo (alternate for Mark Wentz)

Members Absent:
Roger Buscher Moorhead Planning Commission
Tony Gehrig Fargo City Commission
Jenny Mongeau Clay County Commission
Mark Simmons West Fargo City Commission
Mark Wentz West Fargo City Commission

Others Present:
Adam Altenburg Metro COG
Luke Champa Metro COG
Hali Durand Cass County Planning
Dan Farnsworth Metro COG
Cindy Gray Metro COG
Savanna Leach Metro COG
Michael Maddox Metro COG
Anna Pierce Metro COG
Joel Quanbeck KLJ
Mike Rietz City of Barnesville
Tom Soucy Cass County Highway Department
Bob Walton NDDOT – Fargo District
A1. MEETING CALLED TO ORDER, WELCOME, AND INTRODUCTIONS, convened
The meeting was called to order at 4:00 pm, on June 21, 2018 by Chair Rasmussen noting a quorum was present. Introductions were made.

A2. Approve Order and Contents of Overall Agenda, approved
Chair Rasmussen asked for approval for the overall agenda.

   MOTION: Approve the contents of the Overall Agenda of the 555th Policy Board Meeting.
   Mr. Spaulding moved, seconded by Ms. Elmer.
   MOTION, passed. 9-0.
   Motion carried unanimously.

**Mr. Gehrtz and Mr. Weil joined the meeting at 4:04pm

A3. Past Meeting Minutes, approved
Chair Rasmussen asked for approval of the Minutes of the May 10, 2018 Meeting.

   MOTION: Approve the May 10, 2018 Policy Board Meeting Minutes.
   Ms. May moved, seconded by Ms. Fischer
   MOTION, passed. 11-0.
   Motion carried unanimously.

A4. Monthly Bills, approved
Chair Rasmussen asked for approval of the June 2018 Bills as listed on Attachment 1.

   MOTION: Approve the June 2018 Bills List.
   Mr. Gehrtz moved, seconded by Mr. Schneider.
   MOTION, passed. 11-0.
   Motion carried unanimously.

B. CONSENT AGENDA
Chair Rasmussen asked for approval of Items 1-2 on the Consent Agenda.

1. May 2018 End of Month Report
2. ReMix Software Contract Extension
   Mr. Maddox explained how the software works and benefits the Metro Area Transit. In 2017, the Policy Board approved a one-year contract with option to extend for three years.

   MOTION: Approve Items 1-2 on the Consent Agenda.
   Mr. Grindberg moved, seconded by Ms. May
   MOTION, passed. 11-0.
   Motion carried unanimously.

**Mr. Gunkelman joined the meeting at 4:10pm

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REGULAR AGENDA

C1. Public Comment Opportunity
No public comments were made or received.

No MOTION

C2. 2019-2020 Final Budget
Mr. Maddox presented the final draft of the 2019-2020 budget. The budget breaks down Metro COG’s operational budget (staff salaries, building rent, etc.), and project budgets by jurisdictions. Discussion focused on the budgeting for an upgrade to the Metro COG offices. Mr. Maddox reminded the board that a renovation committee will be formed to start moving forward.

MOTION: Approve and adopt the 2019-2020 Final Budget Draft
Mr. Grindberg moved, seconded by Ms. Elmer.
MOTION, passed. 12-0.
Motion carried unanimously.

C3. Cass County Comprehensive & Transportation Plan
Joel Quanbeck, project manager with KLJ, presented the final Cass County Comprehensive and Transportation Plan. Discussion included the pending Diversion plan and possible bypasses, and how to get the final plan implemented.

MOTION: Approve the Cass County Comprehensive and Transportation Plan, pending final approval by the Cass County Board of Commissioners.
Mr. Spaulding moved, seconded by Ms. May.
MOTION, passed. 12-0.
Motion carried unanimously.

**Mr. Grindberg left the meeting at 4:58pm**

C4. 52nd Avenue South Cooperative Planning and Environmental Report, Phase I
Mr. Farnsworth presented the final report of Phase I of the 52nd Avenue South Cooperative Planning and Environmental study.

MOTION: Approval of the 52nd Avenue South Cooperative Planning and Environmental Report, Phase I.
Mr. Piepkorn moved, seconded by Ms. Fischer.
MOTION, passed. 11-0.
Motion carried unanimously.

D. Additional Business
Chair Rasmussen said that Mr. Grindberg suggested an update in Bylaws and policies once Ms. Gray is in the office.

Mr. Maddox reminded the board that the contract extension with Metro COG accountant, Steve Aune of Your CFO, Inc. expires on June 30, 2018. Staff has encountered difficulty in finding firms willing to provide the services Metro COG is seeking. Mr. Rasmussen asked for any referrals from the board.
**Mr. Piepkorn and Ms. May left the meeting at 5:07pm

E. Adjourn

MOTION: Adjourn the 555th Meeting of the FM Metro COG Policy Board
Mr. Strand moved, seconded by Mr. Gehrtz.
MOTION, passed. 9-0.
Motion carried unanimously.

The 555th Meeting of the FM Metro COG Policy Board held Thursday, June 21, 2018 was adjourned at 5:10 pm.

F. THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD July 19, 2018, 4:00 P.M. AT THE FM METRO COG CONFERENCE ROOM, ONE NORTH 2ND STREET, CASE PLAZA SUITE 232, FARGO, ND.

Respectfully Submitted,

Savanna Leach
Executive Secretary