

**486th Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, June 14th, 2018 – 10:00 am
Metro COG Conference Room**

Members Present:

Jonathan	Atkins	City of Moorhead Traffic Engineering
Jason	Benson	Cass County Highway Engineering
Hali	Durand	Cass County Planning
Michael	Johnson	NDDOT – Local Government Division
Michael	Maddox	Metro COG
Aaron	Nelson	Fargo City Planning
Matt	Peterson	City of Fargo, MATBUS (alternate for Julie Bommelman)
Russ	Sahr	City of Horace Planning
Tim	Solberg	City of West Fargo Planning
Brit	Stevens	NDSU – Transportation Manager
Stan	Thurlow	City of Dilworth Planning
Lori	Van Beek	City of Moorhead, MATBUS
Mark	Wolter	Freight Representative, Midnite Express
Chad	Zander	City of West Fargo (alternate for Chris Brungardt)

Members Absent:

Julie	Bommelman	City of Fargo, MATBUS
Chris	Brungardt	West Fargo Public Works
Jeremy	Gorden	City of Fargo Transportation Engineering
Kristie	Leshovsky	City of Moorhead Planning/Zoning
Kim	Lipetsky	Fargo Cass Public Health
Tim	Magnusson	Clay County Planning
David	Overbo	Clay County Engineering
Mary	Safgren	MnDOT – District 4
Mark	Vaux	GFMEDC

Others Present:

Adam	Altenburg	Metro COG
Dan	Bergerson	HDR
Luke	Champa	Metro COG
Dan	Farnsworth	Metro COG
Ryan	Frolek	Moore Engineering
Cindy	Gray	Metro COG
Matt	Kinsella	Apex Engineering Group
Wade	Kline	KLJ
Andrew	Krog	Bolton & Menk
Savanna	Leach	Metro COG
Joel	Quanbeck	KLJ
Jordan	Smith	MATBUS
Tom	Soucy	Cass County Highway Department
Kyle	Weiler	HDR

**During this meeting, Cass County Highway Department had two representatives present (designated representative and his alternate), and the committee secretary counted both votes by mistake. The votes of the alternate are not reflected in the vote tallies as recorded in the following minutes.

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on June 14th, 2018 by Interim Chairman Maddox. A quorum was present.

2. Approve the 486th TTC Meeting Agenda

Interim Chairman Maddox asked if there were any questions or changes to the 486th TTC Meeting Agenda.

Motion: Approve the 486th TTC Meeting Agenda.

Ms. Van Beek moved, seconded by Mr. Atkins

MOTION, PASSED. 14-0.

Motion carried unanimously.

3. APPROVE May 10th, 2018 TTC MEETING MINUTES

Interim Chairman Maddox asked if there were any questions or changes to the May 10th, 2018 TTC Meeting Minutes.

Motion: Approve the May 10th, 2018 TTC Minutes.

Ms. Durand moved, seconded by Ms. Van Beek.

MOTION, PASSED. 14-0.

Motion carried unanimously.

4. Public Comment Opportunity

No public comments were made or received.

No MOTION

5. Cass County Comprehensive and Transportation Plan

Mr. Altenburg presented the background on the Cass County Comprehensive and Transportation Plan. Mr. Kline, KLJ consultant project manager, presented the Final Plan. The Plan includes a county profile, summary of public input, issues and opportunities, community development, land use, transportation, and finally, plans for implementation. Mr. Benson discussed how the pending diversion may interact with the Plan, and alternatives that have been included as well. Mr. Solberg asked if the OD Data will be applied to the Plan. Mr. Maddox responded that the 2045 LRTP includes an updated model that incorporates the OD Data from 2016.

Motion: Recommend Policy Board approval of the Cass County Comprehensive and Transportation Plan pending final approval by the Cass County Commission.

Mr. Solberg moved, seconded by Mr. Sahr.

MOTION, PASSED. 14-0.

Motion carried unanimously.

6. Draft Final Report 52nd Avenue Corridor Study Phase 1

Mr. Farnsworth presented the final report of the 52nd Avenue Corridor Study, Phase I. The presentation included public input feedback, identification of issues, purpose, and needs, and an evaluation of project alternatives. Mr. Sahr asked if the bridge over the Sheyenne River will change. Mr. Farnsworth answered yes, no matter which alternative is chosen, the bridge will undergo some changes. Mr. Maddox asked if there were bicycle/pedestrian facilities, and if so, if those facilities can be grade separated. Mr. Farnsworth responded that the grade separation was discussion, taking into consideration public schools nearby, however a grade separation would not be feasible with the preferred plan. Mr. Atkins commended the layout for pedestrian crossings. There was further discussion on pedestrian crossings and hesitations of a high-speed corridor versus a pedestrian-friendly area, as an elementary school is planned for the area. Mr. Johnson pointed out that, as the planning study and the environmental report have been merged, the planning efforts might be lessened as funding for the construction has already been secured.

Motion: Recommend Policy Board approval of the 52nd Avenue S Cooperative Planning and Environmental Report, Phase I.

Mr. Atkins moved, seconded by Mr. Benson.

MOTION, PASSED. 14-0.

Motion carried unanimously.

7. ReMix Software Contract Extension

Mr. Maddox presented a three-year extension to the ReMix Software contract that Metro COG entered into in 2017. The software has been successful and instrumental for the Metro Area Transit. Ms. Van Beek reiterated how important the software has been, but questioned why MATBUS will need to provide the local share, and not under dues to be split by all jurisdictions. Mr. Maddox explained that the software contract has been deemed a project, and that not all jurisdictions are involved with MATBUS. Ms. Van Beek expressed her disappointment that transit has not been a priority in the past years, even though the staff at Metro COG has grown. The committee discussed if the software should be added to the annual dues. All jurisdictions agreed that the software is beneficial to all parties and would not object to the addition to the annual dues calculations.

Motion: Recommend Policy Board approval of the three-year contract extension with ReMix, under the assumption that the local share be moved into the operations budget.

Ms. Van Beek moved, seconded by Mr. Thurlow.

Mr. Johnson added a friendly amendment to the motion, explaining that this purchase will be part of the 2019 dues, both Ms. Van Beek and Mr. Thurlow agreed with the friendly amendment

MOTION, PASSED. 14-0.

Motion carried unanimously.

8. 2019-2020 Budget Final Draft

Mr. Maddox outlined the final 2019-2020 budget, with the addition of the software split as discussed in the previous agenda item (#7). Mr. Maddox broke down what is included in the dues, and what the dues are in comparison to 2018. Mr. Thurlow questioned the Executive Director vacancy and its effect on excess money. Mr. Maddox explained that the Executive

Committee has been keeping track of this, and approved the overage use as a means of cash flow for Metro COG daily operations, as it operates under monthly reimbursements from NDDOT.

Motion: Recommend Policy Board approval of the 2019-2020 final budget draft.

Mr. Solberg moved, seconded by Mr. Sahr.

MOTION, PASSED. 14-0.

Motion carried unanimously.

9. 2019-2022 NDDOT STIP

Mr. Maddox presented the 2019-2022 NDDOT STIP. Mr. Maddox did provide the STIP information to the engineering staff in the ND jurisdictions. Metro COG will be developing its TIP in July of this year.

10. Agency Updates

No updated provided.

****Mr. Solberg left the meeting at 11:44am**

11. Additional Business

Mr. Maddox reminded the committee that this will be his last meeting as Interim Executive Director of Metro COG, and thanked everyone for their support and assistance through the transition and interim.

12. Adjourn

MOTION: Adjourn the 486th Meeting of the FM Metro COG Policy Board

Mr. Atkins moved, seconded by Ms. Van Beek.

MOTION, passed. 13-0.

Motion carried unanimously.

The 486th Regular Meeting of the TTC was adjourned on June 14th, at 11:46 a.m.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD JULY 19th, 2018, 10:00 A.M. AT THE FM METRO COG CONFERENCE ROOM, ONE NORTH 2ND STREET, CASE PLAZA SUITE 232, FARGO, ND.

Respectfully Submitted,

Savanna Leach
Executive Secretary