

**508th Meeting of the  
FM Metro COG Transportation Technical Committee  
Thursday, June 11, 2020 – 10:00 am  
Metro COG Conference Room**

**Members Present:**

Jonathan	Atkins	City of Moorhead Traffic Engineering
Julie	Bommelmann	City of Fargo, MATBUS
Jeremy	Gorden	City of Fargo Transportation Engineering
Cindy	Gray	Metro COG
Robin	Huston	City of Moorhead Planning
Peyton	Mastera	City of Dilworth Administration
Aaron	Nelson	Fargo City Planning
Seth	Pfeifer	Clay County Highway
Grace	Puppe	Cass County Planning
Mary	Safgren	MnDOT – District 4
Russ	Sahr	City of Horace Planning
Tim	Solberg	City of West Fargo Planning
Tom	Soucy	Cass County Highway
Kristen	Sperry	FHWA-ND
Lori	Van Beek	City of Moorhead, MATBUS
Mark	Wolter	Freight Representative, Midnite Express
Andrew	Wrucke	City of West Fargo Engineering
Wayne	Zacher	NDDOT – Local Government Division

**Members Absent:**

Jason	Benson	Cass County Highway
Matthew	Jacobson	Clay County Planning
Kim	Lipetsky	Fargo Cass Public Health
Jaclynn	Maahs	Concordia College
Malachi	Peterson	City of West Fargo Planning
Joe	Raso	GFMEDC
Justin	Sorum	Clay County Highway
Brit	Stevens	NDSU – Transportation Manager

**Others Present:**

Adam	Altenburg	Metro COG
Dan	Bergerson	HDR
Luke	Champa	Metro COG
Dan	Farnsworth	Metro COG
Josh	Hinds	Houston Engineering
Matthew	Huettl	HDR
Brian	King	HDR
Michael	Maddox	Metro COG
Jim	Mertz	Bolton & Menk
Brent	Musha	Apex
Anna	Pierce	Metro COG

Bobbi	Retzlaff	FHWA-MN
Jordan	Smith	City of Moorhead, MATBUS
Kristen	Sperry	FHWA-ND
Forrest	Steinhoff	City of Moorhead Planning
Kyle	Wieler	HDR

**1. CALL TO ORDER AND INTRODUCTIONS**

The meeting was called to order at 10:00 am, on June 11, 2020 by Chair Gray. A quorum was present.

**2. Approve the June 11, 2020 TTC Meeting Agenda**

Chair Gray asked if there were any questions or changes to the June 11, 2020 TTC Meeting Agenda.

***Motion: Approve the June 11, 2020 TTC Meeting Agenda.***

***Mr. Mastera moved, seconded by Mr. Sahr***

***MOTION, PASSED.***

***Motion carried unanimously.***

**3. APPROVE May 14, 2020 TTC MEETING MINUTES**

Chair Gray asked if there were any questions or changes to the May 14, 2019 TTC Meeting Minutes.

***Motion: Approve the May 14, 2020 TTC Minutes.***

***Mr. Sahr moved, seconded by Ms. Huston.***

***MOTION, PASSED***

***Motion carried unanimously.***

**4. Public Comment Opportunity**

No public comments were made or received.

***No MOTION***

**5. 2021 Draft Budget**

Chair Gray gave an overview of the 2021 Draft Budget sharing several details regarding the budget including revenue information, internal projects, overhead costs, local matches for consultant led project, and budget comparisons by year since 2018.

***Motion: Recommend approval of the estimated 2021 budget to the Policy Board.***

***Mr. Atkins moved, seconded by Ms. Huston.***

***MOTION, PASSED***

***Motion carried unanimously.***

**6. Assistant Planner Opening**

Chair Gray congratulated Anna Pierce on her new position with MnDOT, informing everyone of an upcoming opportunity at Metro COG to fill her position.

## 7. Agency Updates

Chair Gray gave an update on the status of Metro COG and in-office staffing during the COVID-19 pandemic moving forward.

Mr. Gorden gave an update on Main Ave construction and said they are moving along well. City of Fargo is basically 100% staffed now an appointment is required to get in for meetings with anyone at the City.

Mr. Nelson said planning staff is all back in the office now too.

Mr. Atkins said the green light priority project went out for bid yesterday (6/10/2020) with bids due by July 2<sup>nd</sup>. He said that the underpass project at 21<sup>st</sup> St is postponed due to coordination with the railroad and will not wrap up until 2021. Mr. Atkins shared some data from a traffic camera volumes before the MN stay-at-home order, the week the order went into effect, and then more recent volumes. He said traffic is getting back to normal.

Mr. Wrucke said they are now back to normal traffic levels at a few locations in West Fargo.

Mr. Sahr said they have new local streets going in near the middle school and high school which are going to be finished prior to the schools opening.

Mr. Soucy said that at 76<sup>th</sup> Ave they finished paving and installing new lights at the roundabout. They also paved CR 6, west of the Sheyenne River, new bridge pavement on CR 31 just W of Harwood over the Sheyenne River, and a repaving project on CR 10 from Casselton to Mapleton.

Mr. Zacher gave an update on the I-29 grade raise project south of Fargo which is required for the FM Diversion project.

Ms. Safgren gave an update on MnDOT staff returning to the district office. All staff are currently still working from home, and MnDOT is in the process of preparing a planned approach to returning to the office. She said there will be a solicitation next week for the (Transportation Economic Development) TED program and there will be \$1.85M available (state wide) through MnDOT and will be available for locally led trunk highway projects related to economic development. There will be a virtual meeting on June 24<sup>th</sup> through MnDOT to go over the requirements of the program. Cost split is 70% state and 30% local. Chair Gray asked how close to construction selected projects have to be, Ms. Safgren responded that projects should be close enough to be let in 2022.

Ms. Sperry said they are slowly phasing into the office on July 6, 2020 starting with management and then everyone else slowly coming in.

Ms. Huston said that they have met with MnDOT on the 11<sup>th</sup> St grade separation and they would be creating a panel to work on the aesthetics. She also introduced new Moorhead Assistant Planner, Forrest Steinhoff.

**8. Additional Business**

**9. Adjourn**

The 508th Regular Meeting of the TTC was adjourned on June 11, 2020 at 11:03 a.m.

***Motion: Adjourn the June 11, 2020 TTC Meeting.***

***Mr. Atkins moved, seconded by Ms. Huston.***

***MOTION, PASSED***

***Motion carried unanimously.***

**THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD July 9, 2020, 10:00 A.M. AT THE METRO COG CONFERENCE ROOM (1 – 2<sup>ND</sup> ST N, CASE PLAZA 232, FARGO, ND).**

Respectfully Submitted,

Luke Champa  
Assistant Transportation Planner