

**607th Policy Board Meeting  
Fargo-Moorhead Metropolitan Council of Governments  
Thursday, October 20, 2022 – 4:00 pm**

**Members Present:**

Amanda	George	West Fargo City Commission
John	Gunkelman	Fargo Planning Commission
Chuck	Hendrickson	Moorhead City Council
Jenna	Kahly	Clay County Commission (alternate for Mongeau)
Steve	Lindaas	Moorhead City Council
Chad	Olson	Dilworth City Council (alternate for Nash)
Dave	Piepkorn	Fargo City Commission
Arlette	Preston	Fargo City Commission
Mary	Scherling	Cass County Commission
Maranda	Tasa	Fargo Planning Commission
Jeff	Trudeau	Horace City Council
Bob	Walton	NDDOT – Fargo District (ex-officio)

**Members Absent:**

Matthew	Gilbertson	Moorhead City Council
Denise	Kolpack	Fargo City Commission
Jenny	Mongeau	Clay County Commission (alternate present)
Julie	Nash	Dilworth City Council (alternate present)
Brad	Olson	West Fargo City Commission
Rocky	Schneider	Fargo Planning Commission
John	Strand	Fargo City Commission
Shiloh	Wahl	MnDOT – District 4 (ex-officio)

**Others Present:**

Adam	Altenburg	Metro COG
Paul	Bervik	Metro COG
Jaron	Capps	Metro COG
Ari	Del Rosario	Metro COG
Dan	Farnsworth	Metro COG
Cindy	Gray	Metro COG
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG

- 1a. MEETING CALLED TO ORDER, WELCOME, AND INTRODUCTIONS, convened**  
The meeting was called to order at 4:00 pm, on October 20, 2022 by Chair Piepkorn, noting a quorum was present. Introductions were made.
- 1b. Approve Order and Contents of Overall Agenda, approved**  
Chair Piepkorn asked for approval for the overall agenda.

**MOTION: Approve the contents of the Overall Agenda of the October 20, 2022 Policy Board Meeting.  
Mr. Lindaas moved, seconded by Mr. Gunkelman  
MOTION, passed  
Motion carried unanimously.**

**1c. Past Meeting Minutes, approved**

Chair Piepkorn asked for approval of the Minutes of the September 15, 2022 Meeting.

**MOTION: Approve the September 15, 2022 Policy Board Meeting Minutes.**

**Ms. Preston moved, seconded by Mr. Gunkelman**

**MOTION, passed**

**Motion carried unanimously.**

**1d. Monthly Bills, approved**

Chair Piepkorn asked for approval of the October 2022 Bills as listed on Attachment 1d.

**MOTION: Approve the October 2022 Bills List.**

**Ms. George moved, seconded by Mr. Hendrickson**

**MOTION, passed**

**Motion carried unanimously.**

**2. CONSENT AGENDA**

Chair Piepkorn asked for approval of Items a-b on the Consent Agenda.

a. September Month End Report

b. Metro COG 3<sup>rd</sup> Quarter Report

**MOTION: Approve Items a-b on the Consent Agenda.**

**Mr. Lindaas moved, seconded by Mr. Gunkelman**

**MOTION, passed**

**Motion carried unanimously.**

**3. REGULAR AGENDA**

**3a. Public Comment Opportunity**

No public comments were made or received.

**3b. Public Participation Plan Update**

Ms. Gray presented the draft update to the Metro COG Public Participation Plan - an MPO-required document. Metro COG's last update to the plan was finished in 2016. Overall, the effort was aimed at paring down the document and eliminating unnecessary material, and clarifying the timelines and extent of public notice requirements, requirements for public meetings, and the length of public review and comment periods.

Metro COG staff convened and went through each type of project to determine the extent to which we were comfortable with the stated public notice requirements, comment periods, and minimum level of public engagement. For most types of projects, the document reflects that individual project scopes of work may place greater public engagement requirements on specific projects, but at a minimum, the requirements stated in the PPP must be met. After Policy Board approval, Metro COG will be opening the federally

required 45-day comment period, initiated through the publication of a notice in The Forum, as well as through the additional means of providing notice used by Metro COG (email distribution, social media, website and press release).

**MOTION: Approve the initiation of the 45-day public comment and review period for the PPP update.**

**Mr. Lindaas moved, seconded by Ms. George**

**MOTION, passed**

**Motion carried unanimously.**

**3c. Transportation Management Area Transition Update; STBG and Carbon Reduction Program Solicitations for 2024-2027**

Ms. Gray provided an update on Metro COG's transition to a Transportation Management Area. Metro COG, NDDOT and MnDOT were notified by FHWA that the census bureau did not successfully complete the required steps to allow for designation of new Transportation Management Areas (TMAs) and new Metropolitan Planning Organizations (MPOs) by the end of Federal Fiscal Year 2022 (September 30, 2022). Therefore, the designations were unable to be made by FY23, which was October 1 of this year. The determinations are expected to be made sometime in the winter of 2022 or early spring of 2023. FHWA and FTA will not change their allocations and sub-allocations mid-way through the fiscal year, meaning the TMA designation will not take effect until October 1, 2023.

During discussion with the NDDOT regarding Metro COG's TIP, it was advised to prepare the TIP under the assumption we would be making the transition to a TMA. Since the transition will not occur, there is concern that this could potentially affect the STBG funded projects starting in 2023, including the projects chosen for the 2023 TA. One solution to this would be to request that NDDOT use Carbon Reduction Program funds to help fill out the funding needs for these 2023 TA projects.

Given this situation, Metro COG will hold off on STBG and Carbon Reduction Program solicitations for 2024-2027 projects to fill out these program years.

Chair Piepkorn asked if Metro COG can challenge the FHWA's ruling on the TMA transition. He suggested contacting Metro COG's attorney, John Shockley to see if this would be a favorable endeavor. Mr. Gunkelman asked if there will be a loss in funding, and how it will impact the agency. Ms. Gray said that there a lot of factors that go into the determination, a lot of which depend on population information. Mr. Maddox suggested waiting to see how the discussion with NDDOT regarding the transition goes, which is scheduled for October 31, 2022. Chair Piepkorn asked Ms. Gray to inform the Policy Board regarding the outcome of the discussion with NDDOT.

**3d. Solicitation for Accounting Services**

Ms. Gray presented the Solicitation for Accounting Services RFP. Metro COG's contract for accounting services, and the ability to extend that contract on a year-to-year basis, expires on December 31, 2022.

The solicitation has been structured such that proposals are due to Metro COG by noon on Friday, November 18, 2022.

**MOTION: Approve the solicitation for accounting services and authorize the Executive Director to solicit for accounting services.**

**Ms. Preston moved, seconded by Mr. Hendrickson**

**MOTION, passed**

**Motion carried unanimously.**

**3e. Solicitation for Auditing Services**

Ms. Gray presented the Solicitation for Auditing Services RFP. Metro COG's contract for accounting services, and the ability to extend that contract on a year-to-year basis, expires on December 31, 2022.

The solicitation has been structured such that proposals are due to Metro COG by noon on Friday, November 18, 2022.

**MOTION: Approve the draft solicitation and authorize the Executive Director to solicit for auditing services.**

**Mr. Gunkelman moved, seconded by Mr. Lindaas**

**MOTION, passed**

**Motion carried unanimously.**

**4. Additional Business**

Ms. Gray said that she did contact Metro COG attorney John Shockley regarding the legality of the board meeting virtually without a member present at the meeting location. Mr. Shockley said that there should be at least one voting board member physically present, in the event that a member of the public does attend the meeting.

**5. Adjourn**

The 607th Meeting of the FM Metro COG Policy Board held Thursday, October 20, 2022 was adjourned at 4:47 pm.

**THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD November 17, 2022, 4:00 P.M.**

Respectfully Submitted,

Savanna Leach  
Executive Assistant