629th Policy Board Meeting

Fargo-Moorhead Metropolitan Council of Governments

Monday, June 24, 2024 – 4:00 PM

Members Present:

|  |  |  |
| --- | --- | --- |
| Duane | Breitling | Cass County Commission |
| John | Gunkelman | Fargo Planning Commission |
| Chuck | Hendrickson | Moorhead City Council |
| Brent | Holper | Horace City Administration (alternate) |
| Denise | Kolpack | Fargo City Commission |
| Jenny | Mongeau | Clay County Commission |
| Julie | Nash | Dilworth City Council |
| Ryan | Nelson | Moorhead City Council |
| Brad | Olson | West Fargo City Commission |
| Dave | Piepkorn | Fargo City Commission |
| Arlette | Preston | Fargo City Commission |
| Thomas | Schmidt | Fargo Planning Commission |
| Rocky | Schneider | Fargo Planning Commission |
| John | Strand | Fargo City Commission |
| Deb | White | Moorhead City Council |

Members Absent:

|  |  |  |
| --- | --- | --- |
| Amanda | George | West Fargo City Commission |
| Jeff | Trudeau | Horace City Council (alternate present) |

Others Present:

|  |  |  |
| --- | --- | --- |
| Adam | Altenburg | Metro COG |
| Paul | Bervik | Metro COG |
| Jaron | Capps | Metro COG |
| Dan | Farnsworth | Metro COG |
| Ben | Griffith | Metro COG |
| Aiden | Jung | Metro COG |
| Chelsea | Levorsen | Metro COG |
| Brent | Muscha | Apex |

# 1a. MEETING CALLED TO ORDER, WELCOME, AND INTRODUCTIONS, convened

The meeting was called to order at 4:00 PM, on Monday, June 24, 2024 by Chair Breitling, noting a quorum was present. Introductions were made. It should be noted that the regularly scheduled Policy Board meeting of Thursday, June 20, 2024 was rescheduled to June 24, 2024, due to lack of quorum.

## 1b. Approve Order and Contents of Overall Agenda, approved

Chair Breitling asked for approval for the overall agenda.

*MOTION*: Approve the contents of the Overall Agenda of the June 24, 2024 Policy Board Meeting.

Mr. Olson moved, seconded by Ms. Mongeau.

*MOTION,* passed

Motion carried unanimously.

## 1c. Past Meeting Minutes, approved

Chair Breitling asked for approval of the Minutes of the May 16, 2024 Meeting and May 24 Special Call Meeting.

*MOTION*: Approve the May 16 and May 24, 2024 Policy Board Meeting Minutes.

Mr. Olson moved, seconded by Ms. Mongeau.

*MOTION*, passed

Motion carried unanimously.

## 1d. Monthly Bills, approved

Chair Breitling asked for approval of the June 2024 Bills as listed on Attachment 1d.

*MOTION*: Approve the June 2024 Bills List.

Mr. Piepkorn moved, seconded by Mr. Olson.

*MOTION*, passed

Motion carried unanimously.

# 2. CONSENT AGENDA

## Chair Breitling asked for approval of Items a-g on the Consent Agenda.

### May End of Month Report

### Letter of Commitment – SMART Grant

### 2026-2030 Transit Development Plan Consultant Selection

### Dilworth 8th Avenue N Extension Study RFP

### Kindred Comprehensive and Transportation Plan RFP

### Metro Railroad Needs Study RFP

### Office Manager Employment Offer

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

Mr. Olson moved, seconded by Mr. Piepkorn.

*MOTION*, passed

Motion carried unanimously.

# 3. REGULAR AGENDA

## 3a. Public Comment Opportunity

No public comments were made or received.

## 3b. 2023-2024 Unified Planning Work Program (UPWP) Amendment 5

Mr. Griffith explained that Metro COG has been working with the North Dakota Department of Transportation on programming re-obligated Consolidated Planning Grant (CPG) funds from 2023. He noted that Metro COG has programmed approximately half of the $812,000 in 2023 CPG funding through UPWP Amendment #4, which was recently approved.

Mr. Griffith said that Metro COG met with local jurisdictions over the last two months to understand local planning needs and priorities. He stated that Metro COG staff has selected projects and assigned CPG funds to projects it feels can be completed before the end of 2024 when these funds expire. Those efforts include:

* Dilworth 8th Avenue Extension Study – This project will look at the extension of 8th Avenue through Dilworth’s growth area from 34th Street to 60th Street as well as the northward extension of Main Street. The study will also look at intersection treatments and land use considerations along the corridor. **Project Budget:** $150,000 ($120,000 CPG, $30,000 local Match)
* Kindred Comprehensive Plan – This was originally going to be an in-house effort conducted by staff, but because of the availability of CPG funding is being offered as consultant-led effort. Kindred approached Metro COG last year to create a comprehensive plan for them as they are experiencing growth as a result of their proximity to the FM Region. **Project Budget:** $100,000 ($72,000 CPG, $28,000 local match).
* West 94 Area Transportation Plan – This project was programmed in Amendment #4 for the City of West Fargo. After selecting a consultant and going through scoping negotiations, an additional task was identified, which was additional TDM modeling and O/D study that may impact the reconfiguration of the Main Avenue/I-94 Interchange. **Project Budget:** $25,000 ($20,000 CPG, $5,000 local match)
* West 94 Area Transportation Plan – The total project cost of the study was $300,000, with $150,000 being programmed to occur in 2024. In coordinating with the consulting firm selected to complete the project, they think they can utilize $200,000 in 2024. Metro COG staff recommends adjusting the programming for this project. West Fargo is providing 100% of the local match in 2024, so they will be unaffected by the change in programming.
* Heartland Trail Alignment Analysis – This project has a total budget of $250,000, with $125,000 being programmed for 2024. In coordination with the project consultants, they believe they can accomplish 75% project completion in 2024. Therefore, Metro COG staff recommends adjusting the programming accordingly ($187,500). The project sponsors (Moorhead, Dilworth, Glyndon, Clay County, and Partnership 4 Health) will need to provide the additional $12,500 in local match in 2024 so that the project can continue moving forward, albeit with a more aggressive schedule.

Mr. Griffth noted that the Transportation Technical Committee (TTC) discussed this item at their meeting on June 13, 2024. Included in the discussion were questions about how projects were chosen to receive the remaining 2023 de-obligated CPG funds. The TTC recommended approval to the Policy Board with two dissenting votes.

*MOTION*:

Mr. Schneider moved, seconded by Ms. Kolpack.

*MOTION*, passed

Motion carried unanimously.

## 3c. 2024-2027 Transportation Improvement Program (TIP) Amendment 8

Mr. Bervik presented Amendment 8 to the 2024-2027 Transportation Improvement Program (TIP). He noted that a public notice was published in the Forum of Fargo-Moorhead on Wednesday, May 29, 2024, which advertised the public meeting, detailed how to request additional information, and provided information on how to provide public comments regarding the proposed amendment. Public comments were accepted until 12:00 noon on Thursday, June 13, 2024. No comments were received.

The proposed amendment to the 2024-2027 TIP is as follows:

1. **Modification of Project 1240005:** City of Casselton construction of a new shared use path along Governor’s Drive from 8th Street South to 37th Street Southeast (2024). Combining the phases of the project into one bidding document and updating the project limits, project description, total project cost, and local cost.
2. **Modification of Project 9220025:** NDDOT rehabilitating the west bound I-94 bridge at the Red River including deck overlay, approach slabs, and structure repair (2025). Updating total project cost and cost breakdown.
3. **Modification of Project 9240032:** NDDOT rehabilitating the east bound I-94 bridge at the Red River including deck overlay, approach slabs, and structure repair (2025). Updating total project cost and cost breakdown.
4. **Modification of Project 9200030:** NDDOT repairing I-94 concrete pavement from Veterans Boulevard to the Red River east bound (2026). Moving the project year from 2025 to 2026.
5. **Modification of Project 9200032:** NDDOT repairing I-94 concrete pavement from Veterans Boulevard to the Red River west bound (2026). Moving the project year from 2025 to 2026.
6. **Removing Project 9241054:** NDDOT repairing I-94 concrete pavement from Veterans Boulevard to the Red River east and west bound (2025). Removing redundant project. See 9200030 and 9200032.

Mr. Bervik explained that information contained in Amendment 8 was presented to the TTC at their regularly scheduled meeting on June 13, 2024. The TTC did not have any comments and unanimously recommended the Policy Board approve the TIP amendment.

*MOTION*:

Mr. Gunkelman moved, seconded by Mr. Schmidt.

*MOTION*, passed

Motion carried unanimously.

4. Additional Business

* Mr. Griffith reported that UPWP Amendment #4 had been approved and that the only item remaining was authorization by FHWA for the Complete Streets funding which is programmed for the Horace Downtown Core Neighborhoods Project.
* Mr. Griffith reminded the Policy Board members that with these new projects getting started, some of the local jurisdictions will be receiving invoices from Metro COG for their portion of the required 20% local match, and to let their Administrators and Finance Directors know.
* Mr. Griffith stated that with the approvals of UPWP Amendment #4, several projects which have been on hold would be restarted and Metro COG staff would be making some long-awaited purchases.
* Mr. Griffith introduced Metro COG’s new intern, Aiden Jung to the Policy Board, adding that he had started on June 1. He also informed the Policy Board that GIS Coordinator Jaron Capps would be leaving Metro COG at the end of the week, taking a job at UND and working on a master’s degree.

# 5. Adjourn

The 629th Meeting of the FM Metro COG Policy Board held Monday, June 24, 2024 was adjourned at 4:36 PM.

*MOTION*:

Mr. Olson moved, seconded by Mr. Piepkorn.

*MOTION*, passed

Motion carried unanimously.

# THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD July 18, 2024, 4:00 PM.

Respectfully Submitted,

Ben Griffith, AICP  
Executive Director