

**616th Policy Board Meeting
Fargo-Moorhead Metropolitan Council of Governments
Thursday, June 15, 2023 – 4:00 pm**

Members Present:

Duane	Breitling	Cass County Commission
John	Gunkelman	Fargo Planning Commission
Denise	Kolpack	Fargo City Commission
Steve	Lindaas	Moorhead City Council
Jenny	Mongeau	Clay County Commission
Julie	Nash	Dilworth City Council
Brad	Olson	West Fargo City Commission
Dave	Piepkorn	Fargo City Commission
Arlette	Preston	Fargo City Commission
Rocky	Schneider	Fargo Planning Commission
John	Strand	Fargo City Commission
Jeff	Trudeau	Horace City Council

Members Absent:

Amanda	George	West Fargo City Commission
Chuck	Hendrickson	Moorhead City Council
Maranda	Tasa	Fargo Planning Commission
Deb	White	Moorhead City Council
Shiloh	Wahl	MnDOT – District 4 (ex-officio)
Aaron	Murra	NDDOT – Fargo District (ex-officio)

Others Present:

Adam	Altenburg	Metro COG
Dan	Bergerson	HDR
Paul	Bervik	Metro COG
Jaron	Capps	Metro COG
Dan	Farnsworth	Metro COG
Ben	Griffith	Metro COG
Brian	King	HDR
Paul	Krabbenhoff	Clay County Commission
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Ayden	Schaffler	Metro COG

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

The meeting was called to order at 4:00 pm, on June 15, 2023 by Vice Chair Breitling, noting a quorum was present. Introductions were made.

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

Vice Chair Breitling asked for approval for the overall agenda.

MOTION: Approve the contents of the Overall Agenda of the June 15, 2023 Policy Board Meeting.

Ms. Preston moved, seconded by Ms. Mongeau

MOTION, passed

Motion carried unanimously.

1c. Past Meeting Minutes, approved

Vice Chair Breitling asked for approval of the Minutes of the May 18, 2023 Meeting.

**MOTION: Approve the May 18, 2023 Policy Board Meeting Minutes.
Mr. Lindaas moved, seconded by Mr. Gunkelman
MOTION, passed
Motion carried unanimously.**

1d. Monthly Bills, approved

Vice Chair Breitling asked for approval of the June 2023 Bills as listed on Attachment 1d.

**MOTION: Approve the June 2023 Bills List.
Ms. Kolpack moved, seconded by Ms. Preston
MOTION, passed
Motion carried unanimously.**

2. CONSENT AGENDA

Vice Chair Breitling asked for approval of Item **A** on the Consent Agenda.

a. May Month End Report

**MOTION: Approve Item A on the Consent Agenda.
Mr. Strand moved, seconded by Mr. Schneider
MOTION, passed
Motion carried unanimously.**

3. REGULAR AGENDA

3a. Public Comment Opportunity

No public comments were made or received.

3b. NDDOT UPWP 2023 Contract Amendment

Mr. Griffith presented an amendment to the NDDOT 2023-2024 UPWP contract. NDDOT is moving from two-year contracts to a one-year contract. Another amendment will be brought forward closer to the end of the year.

**MOTION: Approval of the 2023-2024 UPWP Contract Amendment with
NDDOT, authorizing execution of the contract by the Policy Board Chair
and Executive Director.
Ms. Mongeau moved, seconded by Mr. Lindaas
MOTION, passed
Motion carried unanimously.**

3c. West Metro Perimeter Highway Study – Consultant Selection

Mr. Farnsworth presented HDR as the highest-ranked consulting firm who proposed on the RFP released by Metro COG. Three consulting firms submitted

proposals: HDR, KLJ, and WSB. The selection committee interviewed all three firms on Wednesday, June 7, and found HDR to be the preferred consulting firm. HDR's cost proposal came in at \$249,791.08.

MOTION: Approval of Metro COG entering into a contract with HDR for the West Metro Perimeter Highway Study.

Ms. Preston moved, seconded by Mr. Lindaas.

MOTION, passed

Motion carried unanimously.

3d. SS4A Comprehensive Safety Action Plan Consultant Selection

Mr. Altenburg presented SRF as the highest-ranked consulting firm who proposed on the RFP released by Metro COG. Three firms submitted proposals: Alta Planning + Design, KLJ, and SRF. The selection committee interviewed all three firms on Tuesday, June 13. SRF's cost proposal came in at \$249,048.79.

Total project costs would be split 80 percent between funding through an SS4A Action Plan Grant awarded to Metro COG on January 31, and a 20 percent local match from Metro COG's member jurisdictions. An SS4A grant agreement was signed and executed between Metro COG and the Federal Highway Administration (FHWA) on June 8. The planned SS4A final report date is November 30, 2024.

MOTION: Approve of the selection of SRF to complete the SS4A Comprehensive Safety Action Plan pending contract negotiations to finalize the scope and fee.

Mr. Lindaas moved, seconded by Ms. Mongeau

MOTION, passed

Motion carried unanimously.

3e. 2023-2026 Transportation Improvement Program Administrative Adjustment #4

Mr. Bervik presented Administrative Adjustment #4 to the 2023-2026 Transportation Improvement Program (TIP). The administrative adjustment to the 2023-2026 TIP is as follows:

1. **Modification of Project 9162667:** Rehabilitation of I-94W with a 10.9-mile thin mill and overlay project from East of Casselton to near West Fargo (2024). Project year changed from 2023.

3f. 2024-2027 Transportation Improvement Program (TIP) Development

Mr. Bervik presented that Metro COG has started the development of the 2024-2027 Transportation Improvement Program (TIP). The Draft 2024-2027 TIP is comprised of transportation projects in coordination with NDDOT and MnDOT Draft State Transportation Improvement Programs (STIPs). Unlike past TIPs, this TIP includes projects utilizing Metro COG's directly suballocated federal funds (as a result of the TMA designation) that were solicited and chosen by Metro COG. As the development of the TIP continues, Metro COG staff will be refining all the necessary components of the TIP, including glossary with definitions and

acronyms, “locally funded projects of note” referenced from local jurisdictions’ Capital Improvement Programs (CIPs), financial plan and fiscal constraint, overview of federal aid programs, performance measures, and environmental considerations.

A legal notice was published in the June 15, 2023 edition of The Forum to begin the official TIP comment period. The Draft TIP will be available for review on the Metro COG website.

In addition to the public comment period announcement, Metro COG will announce further public input opportunities including a public input meeting on July 25th, 2023.

3g. Mid-Year Review Update

Mr. Griffith shared a brief update from the Mid-Year Review. A few Metro COG staff members attended, along with NDDOT, MnDOT, FTA, and FHWA.

Subjects discussed included: Transportation Management Area, Consolidated Planning Grant, Transportation Improvement Program, Unified Planning Work Program, Federal Review and other topics such as Title VI, QBS, Transit and Consultant Evaluation Process. Metro COG staff will be reaching out to individual jurisdictions to follow up on specific projects for updates.

3h. MnDOT MPO Carbon Reduction Strategy

Ms. Pierce made a presentation on the statewide Carbon Reduction Strategy.

4. Additional Business

Mr. Griffith said that he has not heard anything back from NDDOT regarding the CPG funding formula. He also said that Metro COG received a memo from FHWA, regarding virtual public participation. In the coming months, Metro COG will be watching for any guidance from FHWA moving forward, and will bring any updates to the Policy Board.

5. Adjourn

The 616th Meeting of the FM Metro COG Policy Board held Thursday, June 15, 2023 was adjourned at 4:45 pm.

THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD JULY 20, 2023, 4:00 P.M.

Respectfully Submitted,

Savanna Leach
Executive Assistant