

542nd Policy Board Meeting
Fargo-Moorhead Metropolitan Council of Governments
Thursday, June 15th, 2017 – 4:00 pm
Metro COG Conference Room

Members Present:

Shara	Fischer	Fargo Planning Commission (alternate for Tony Gehrig)
Tony	Grindberg	Fargo City Commission
Sharon	May	Horace City Commission (via telephone)
Jenny	Mongeau	Clay County Commission
Julie	Nash	Dilworth City Council (alternate for Kevin Spaulding)
Arland	Rasmussen	Cass County Commission
John	Strand	Fargo City Commission
Jan	Ulferts Stewart	Fargo Planning Commission
Larry	Weil	West Fargo City Commission (alternate for Mark Wentz)

Members Absent:

Roger	Buscher	Moorhead Planning Commission
Brenda	Elmer	Moorhead City Council
Tony	Gehrig	Fargo City Commission
Steve	Gehrtz	Moorhead City Council
Rocky	Schneider	Fargo Planning Commission
Mark	Simmons	West Fargo City Commission
Kevin	Spaulding	Dilworth City Council
Mark	Wentz	West Fargo City Commission

Others Present:

Adam	Altenburg	Metro COG
Dave	Burns	Metro COG
William	Christian	Metro COG
Dan	Farnsworth	Metro COG
Matthew	Huettl	HDR Engineering
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Dennis	Reep	HDR Engineering
Bob	Walton	NDDOT – Fargo District

A1. MEETING CALLED TO ORDER, WELCOME, AND INTRODUCTIONS, convened

The meeting was called to order at 4:00 pm, on June 15th, 2017 by Vice Chair Rasmussen, noting a quorum was not yet present. Introductions were made.

A2. Approve Order and Contents of Overall Agenda, approved

Vice Chair Rasmussen asked for approval for the overall agenda.

MOTION: Approve the contents of the Overall Agenda of the 542nd Policy Board Meeting.

Mr. Strand moved, seconded by Ms. Fischer.

MOTION, passed. 8-0.

Motion carried unanimously.

A3. Past Meeting Minutes, approved

Vice Chair Rasmussen asked for approval of the Minutes of the May 18th, 2017 Meeting.

MOTION: Approve the May 18th, 2017 Policy Board Meeting Minutes.

Mr. Strand moved, seconded by Ms. Fischer.

MOTION, passed. 8-0.

Motion carried unanimously.

**Jenny Mongeau joined the meeting at 4:03 pm. A quorum was now present.

A4. Monthly Bills, approved

Vice Chair Rasmussen asked for approval of the June 2017 Bills as listed.

MOTION: Approve the June 2017 Bills List.

Ms. Ulferts Stewart moved, seconded by Ms. Mongeau.

MOTION, passed. 9-0.

Motion carried unanimously.

B. CONSENT AGENDA

B1. Vice Chair Rasmussen asked for approval of Items 1-2 on the Consent Agenda.

1. May 2017 Month End Budget Report
2. 13th Avenue Corridor Study Consultant Selection

No discussion.

MOTION: Approve Items 1-2 on the Consent Agenda.

Mr. Grindberg moved, seconded by Mr. Weil.

MOTION, passed. 9-0.

Motion carried unanimously.

C. REGULAR AGENDA

C1. Public Comment Opportunity

Vice Chair Rasmussen opened the meeting for public comment. No public comments were made or received.

No MOTION

C2. Draft Request for Proposals for Auditing Services

Mr. Christian presented a draft RFP for auditing services. The current contract with Brady-Martz has expired, along with the two, one-year contract extensions. Staff is seeking services to perform the mandatory annual audit for years 2017, 2018, and 2019, with the option of an additional two years – 2020, 2021. Staff is hoping that someone in a financial role from one of the jurisdictions can take a look over the RFP to make sure all services necessary are included. Discussion concluded with a motion to table the RFP until it can be reviewed and a more finalized draft can be provided to the board. Commissioner Mongeau offered to have the accountant at Clay County to look over the RFP.

**MOTION: Table RFP until next month, where a 30-day update will be provided.
Mr. Strand moved, seconded by Ms. Ulferts Stewart.
MOTION, passed. 9-0.
Motion carried unanimously.**

C3. 2017-2023 TIP Administrative Adjustment

Mr. Maddox provided information on an administrative adjustment to the 2017-2023 TIP Amendment #5. One will include the transfer of STPU dollars to FTA dollars for the purchase of three fixed-route transit vehicles. This process is a physical transfer of money between the two organizations. The other adjustment is a revision to the last TIP amendment (#5), an error that did not list a project, as it is being funded by local dollars. The adjustment lists the correct project with awarded dollar amounts.

No MOTION

D. Additional Business

Mr. Christian provided an update on the CPG formula change discussion.

Ms. Ulferts Stewart announced that this will be her last Policy Board meeting, as she is retiring from the Fargo Planning Commission. Her replacement on the committee has not yet been named.

E. Adjourn

**MOTION: Adjourn the 542nd Meeting of the FM Metro COG Policy Board
Ms. Mongeau moved, seconded by Mr. Weil.
MOTION, passed. 9-0.
Motion carried unanimously.**

The 542nd Meeting of the FM Metro COG Policy Board held Thursday, June 15th, 2017 was adjourned at 4:27 pm.

F. THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD JULY 20th, 2017, 4:00 P.M. AT THE FM METRO COG CONFERENCE ROOM, ONE NORTH 2ND STREET, CASE PLAZA SUITE 232, FARGO, ND.

Respectfully Submitted,

Savanna Leach
Executive Secretary