

## Agenda Item A-3

**534<sup>th</sup> Policy Board Meeting**  
**Fargo-Moorhead Metropolitan Council of Governments**  
**Thursday, October 20, 2016 – 4:00 pm**  
**West Fargo City Hall – 800 4<sup>th</sup> Avenue East**

**Members Present:**

Roger	Buscher	Moorhead Planning Commission
Brenda	Elmer	Moorhead City Council
Frank	Gross	Clay County Commission
John Q.	Paulsen	City of Fargo Representative
Dave	Piepkorn (Chair)	Fargo City Commission
Rocky	Schneider	Fargo Planning Commission
Mark	Simmons	West Fargo City Commission
Rick	Steen	Cass County Commission
Jan	Ulferts Stewart	Fargo Planning Commission
John	Strand	Fargo City Commission
Jim	Haney	Moorhead City Council

**Members Absent:**

Tony	Gehrig	Fargo City Commission
Steve	Gehrtz	Moorhead City Council
Tony	Grindberg	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
Ken	Demmons	HDR
Dan	Farnsworth	Metro COG
Matthew	Huettl	HDR
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Sharon	May	Horace City Council
Russ	Sahr	Horace Planning Commission
Dick	Sundberg	Harwood City Council
Bob	Walton	NDDOT

**A. CALL TO ORDER AND INTRODUCTIONS**

**A1. Meeting Called to Order, Welcome, and Introductions, convened**

The meeting was called to order at 4:00 pm, on October 20, 2016, by Chair Piepkorn noting a quorum was present. Introductions were made.

**A2. Approve Order and Contents of the Overall Agenda, approved**

Chair Piepkorn asked for approval for the overall agenda.

***MOTION:* Approve the Contents of the Overall Agenda of the October 2016 Policy Board.**

**Mr. Strand moved, seconded by Ms. Elmer.**

***MOTION,* passed**

**Motion carried unanimously. Vote of 11-0.**

**A3. Approve Minutes of the September 15, 2016 Policy Board, approved**

Chair Piepkorn asked for approval of the minutes of the September 15, 2016 Policy Board meeting.

***MOTION:* Approve the September 15, 2016 Policy Board Meeting Minutes.**

**Mr. Haney moved, seconded by Mr. Buscher.**

***MOTION,* passed**

**Motion carried unanimously. Vote of 11-0.**

**A4. Approve October 2016 Bills, approved**

Chair Piepkorn asked for approval of the October 2016 bills as listed.

***MOTION:* Approve the October 2016 Bills List.**

**Ms. Ulferts Stewart moved, seconded by Mr. Paulsen.**

***MOTION,* passed**

**Motion carried unanimously. Vote of 11-0.**

**B. CONSENT AGENDA**

Chair Piepkorn asked if there were any questions with Items 1-4 on the Consent Agenda.

**B1. 2016 3<sup>rd</sup> Quarter UPWP Progress Report**

Motion: Approve the 2016 3<sup>rd</sup> Quarter UPWP Progress Report.

**B2. Agreement for Services for Food Systems Planning & Implementation Efforts**

Motion: Approve Agreement for Services for Food Systems Planning & Implementation Efforts.

**B3. Minnesota Department of Transportation 2017 Planning Grant**

Motion: Approve Minnesota Department of Transportation 2017 Planning Grant.

**B4. Contract for Regional Railroad Crossing Safety Study**

Motion: Approve Contract for Regional Railroad Crossing Safety Study.

***MOTION:* Approve Items 1 through 4 on the Consent Agenda.**

**Mr. Strand moved, seconded by Mr. Gross.**

***MOTION,* passed**

**Motion carried unanimously. Vote of 11-0.**

**C. REGULAR AGENDA**

**C1. Public Comment Opportunity**

Chair Piepkorn opened the Public Comment Opportunity. No public comments were made or received.

***No MOTION***

**C2. September 2016 Month End Report**

William Christian of the FM Metro COG brought the September Month End Report to the Regular Agenda, as the Metro COG has gone over budget in a couple of categories. Next month staff will have a revised UPWP budget to reflect moving funds from different UPWP elements to cover the overages. Mr. Christian will be in talks with the Metro COG accountant, Steve Aune, about the best way to go about this. The reason for budget overage was the change in the Bike/Ped Plan being done in house, versus externally. Chair Piepkorn had a question on #400 (Transportation Planning, Program Development, and Maintenance) being over, Mr. Christian explained that it is hard to gauge accordingly, especially when you take into consideration doing the Bike/ped plan in house. The transfer of UPWP funds from one category to another is allowed.

***MOTION: Approve September 2016 Month End Report, with Further Review of Changes Next Month***

***Mr. Strand moved, seconded by Mr. Simmons***

***MOTION, passed***

***Motion carried unanimously. Vote of 11-0.***

**C3. 2017 Metro COG Health Insurance Plan**

William Christian of the FM Metro COG presented the 2017 Health Insurance Plan as provided by Blue Cross Blue Shield of North Dakota. Other agencies were called, with BCBSND being the most competitive. The deductible amount was raised from \$2,100 to \$2,300 annually for single coverage and from \$4,300 to \$4,600 for family coverage. Overall, the employee premium went down by a few dollars. Chair Piepkorn asked if the Metro COG pays 100 percent of the premium, Mr. Christian advised that Metro COG covers 70 percent of the premium with the employee picking up the other 30%. Although there was not a quorum at the last Executive Committee, Mr. Christian did broach the subject of possibly raising the Metro COG contribution. Staff was instructed to seek from local jurisdictions in the Metro COG region what the split of agency versus individual contributions they make. Ms. Leach presented a comparison of local jurisdiction premium contributions, as requested by the Executive Committee. Mr. Strand asked if the insurance plan was sent out for bid, Mr. Christian advised that we did not send out RFP's, but individual requests. Mr. Simmons pointed out that insurance is a small part of benefits, and a true comparison would include salaries, other benefits, etc. Chair Piepkorn noted that the Executive Board had requested only the premium percentages, but a further scope, and further discussion is necessary.

***MOTION: Approve the 2017 Metro COG Health Insurance Plan, and Future Discussion of Insurance Premium Percentages***

***Mr. Simmons moved, seconded by Mr. Steen***

***MOTION, passed***

***Motion carried unanimously. Vote of 11-0.***

**C4. 2017-2018 Unified Planning Work Program**

William Christian of the FM Metro COG presented the final draft of the 2017-2018 UPWP with added revisions from the last month's requests, and one revision from the DOT.

***MOTION: Approve the 2017-2018 Unified Planning Work Program***

**Mr. Steen, seconded by Ms. Elmer**

***MOTION, passed***

**Motion carried unanimously. Vote of 11-0.**

**C5. 2017 Color Digital Ortho Aerial Photography, LiDAR Contour Mapping and Planimetric Updates Request for Proposal**

David Burns of the FM Metro COG presented the Draft Aerial Photography and LiDAR Request for Proposal for consideration.

***MOTION: Approve the 2017 Color Digital Ortho Aerial Photography, LiDAR Contour Mapping and Planimetric Updates Request for Proposal***

**Ms. Elmer moved, seconded by Ms. Ulferts Stewart**

***MOTION, passed***

**Motion carried unanimously. Vote of 11-0.**

**C6. Sheyenne Street Corridor Study Final Report**

Dan Farnsworth of the FM Metro COG presented the final report from the Sheyenne Street Corridor Study. He outlined the timeline and study recommendations. He explained that the City of West Fargo is satisfied with study outcome and findings. Ms. Elmer asked about project cost, which was broken down into phases, \$75,000 for Phase I, and \$200,00 for Phase II. Ms. Ulferts Stewart questioned why Phase II cost twice as much, which Mr. Simmons advised that the second phase covered twice as much area.

***MOTION: Approve the Sheyenne Street Corridor Study Final Report, Phase I&II***

**Mr. Paulsen moved, seconded by Ms. Ulferts Stewart**

***MOTION, passed***

**Motion carried unanimously. Vote of 11-0.**

**C7. Presentation on the Flood Control Diversion Project**

Rocky Schneider from the Fargo Planning Commission and AE2S presented an update on the Flood Control Diversion Project. Presentation included information on Flood Risk Identification, a Minnesota DNR update, federal involvement, financing, and plans for mitigation, construction, and transportation.

**C8. Round Table Discussion**

No Additional Discussion.

**D. Additional Business**

William Christian of the FM Metro COG brought up Consolidated Planning Grant (CPG) funds in regard to the Grand Forks MPO close to running through their 2015-2016 allocation. He inquired if Metro COG would be willing to transfer funds to keep Grand Forks in operation, and from opening up grant applications for 2017, as both Fargo-Moorhead and Bismarck MPO are still working with 2015 CPG. The Bismarck MPO suggested asking the NDDOT for de-allocated 2014

funds to provide assistance to the Grand Fork MPO and to provide a buffer to keep the NDDOT from opening a new grant. IF NDDOT does not approve the 2014 CPG, funds would be taken from the current CPG grant.

It was asked why Metro COG is not spending the CPG funds. Mr. Christian responded that we are spending our yearly balances but are put into a bind to spend the next year's balances as well as a new grant is opened due to the Grand Forks MPO and we have to spend what we currently have as well as the next year's allocation.

Chair Piepkorn advised the Board of the time and this topic will be continued at the next Policy Board meeting.

The 534<sup>rd</sup> Meeting of the FM Metro COG Policy Board held Thursday, October 20, 2016 was adjourned at 5:30 pm.

- E. THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD November 17, 2016, 4:00 PM. AT THE FM METRO COG CONFERENCE ROOM, ONE NORTH 2ND STREET, CASE PLAZA SUITE 232, FARGO, ND.**

Respectfully Submitted,

Savanna Leach  
Executive Secretary