

**493rd Meeting of the  
FM Metro COG Transportation Technical Committee  
Thursday, January 10, 2019 – 10:00 am  
Metro COG Conference Room**

**Members Present:**

Jonathan	Atkins	City of Moorhead Traffic Engineering
Julie	Bommelman	City of Fargo, MATBUS
Cindy	Gray	Metro COG
Jeremy	Gorden	City of Fargo Transportation Engineering
Robin	Huston	City of Moorhead Planning
Erik	Hove	Clay County Highway Department
Kim	Lipetsky	Fargo Cass Public Health
Aaron	Nelson	Fargo City Planning
Russ	Sahr	City of Horace Planning
Tim	Solberg	City of West Fargo Planning
Stan	Thurlow	City of Dilworth Planning
Lori	Van Beek	City of Moorhead, MATBUS
Mark	Wolter	Freight Representative, Midnite Express
Barrett	Voigt	Cass County Planning

**Members Absent:**

Jason	Benson	Cass County Highway Engineering
Chris	Brungardt	West Fargo Public Works
Hali	Durand	Clay County Planning
Michael	Johnson	NDDOT – Local Government Division
Kristie	Leshovsky	City of Moorhead Planning
David	Overbo	Clay County Engineering
Mary	Safgren	MnDOT – District 4
Brit	Stevens	NDSU – Transportation Manager

**Others Present:**

Adam	Altenburg	Metro COG
Luke	Champa	Metro COG
James	Dahlman	Interstate Engineering / Horace
Dan	Farnsworth	Metro COG
Ryan	Froleck	Moore Engineering
Stacey	Hanson	NDDOT – Local Government Division
Kevin	Knott	Moore Engineering
Matt	Lower	City of Horace
Michael	Maddox	Metro COG
Anna	Pierce	Metro COG
Traci	Sletmoe	KLJ
David	Sweeney	Moore Engineering

**1. CALL TO ORDER AND INTRODUCTIONS**

The meeting was called to order at 10:00 am, on January 10, 2019 by Chair Gray. A quorum was present.

**2. Approve the 493<sup>rd</sup> TTC Meeting Agenda**

Chair Gray asked if there were any questions or changes to the 493<sup>rd</sup> TTC Meeting Agenda.

**Motion: Approve the 493<sup>rd</sup> TTC Meeting Agenda.  
Ms. Van Beek moved, seconded by Ms. Lipetsky  
MOTION, PASSED.  
Motion carried unanimously.**

**3. APPROVE December 13, 2018 TTC MEETING MINUTES**

Chair Gray asked if there were any questions or changes to the December 13, 2018 TTC Meeting Minutes.

**Motion: Approve the December 13, 2018 TTC Minutes.  
Mr. Thurlow moved, seconded by Mr. Atkins.  
MOTION, PASSED  
Motion carried unanimously.**

**4. Public Comment Opportunity**

Mr. Altenburg informed the TTC of the Title VI report that would be completed soon and passed out Title VI sign-in/survey forms to TTC members. He explained that completion of the forms is optional; but the information would add to Metro COG's database about participants in Metro COG's public participation process.

No further input or comments from the public were received.

**No MOTION**

**5. Performance Measure 1 (PM1) – 2019 Safety Targets**

Ms. Pierce presented the 2019 PM1 Safety Targets. Mr. Atkins inquired about how the region compares to the State's numbers, Ms. Pierce explained that the calculations for the MPO targets are based on the MPO's percentage of population of the State.

Mr. Atkins asked what we did last year for targets and if we followed the State's numbers or set our own. Mr. Maddox said we followed the State's targets last year.

Mr. Nelson asked if we should set our own targets as an MPO if our numbers are better than the State targets, and asked about the potential to set a higher standard. There was a general discussion about how the targets may affect the MPO. Ms. Gray stated that the Metropolitan Transportation Plan, which is currently under development, would establish policies, goals and objectives

relative to safety, and that Mr. Maddox would be presenting draft MTP goals and objectives for the TTC's review later in the meeting.

Mr. Gorden suggested that mapping of crash data and sharing it with local jurisdictions would be very beneficial.

**Motion: Favorable recommendation to the Policy Board to adopt MnDOT/NDDOT Safety Performance Measures by signing the enclosed MnDOT/NDDOT resolutions.**

**Mr. Solberg moved, seconded by Mr. Saur.**

**MOTION, PASSED**

**Motion carried unanimously.**

**6. Section 5339 Transit Grant Application**

Mr. Farnsworth presented the Section 5339 Transit Grant Application from MATBUS to replace four fixed route buses and six paratransit vehicles. Ms. Bommelman explained that this application would get MATBUS back on schedule for vehicle replacement.

**Motion: Favorable recommendation to the Policy Board to approve the Section 5339 Transit Grant Application.**

**Ms. Van Beek moved, seconded by Ms. Lipetsky.**

**MOTION, PASSED**

**Motion carried unanimously.**

**7. MATBUS Transit Authority Study – Consultant Selection**

Mr. Maddox presented the MATBUS Transit Authority Study Consultant Selection. He explained that the 2018 project was delayed to allow for a rerelease of the RFP as Metro COG received only two proposals. Mr. Gorden suggested that Metro COG list which firms proposed, which firms were interviewed, and the membership of the selection committee in the TTC consultant selection memorandum. There was a general discussion about why the RFP was rereleased and Mr. Maddox provided a summary of the project.

**Motion: Favorable recommendation to the Policy Board to approve SRF (with subconsultants AECOM and Swanson and Warcup, Ltd.) as the selected consultant, and subsequent contract to complete the MATBUS Transit Authority Study.**

**Mr. Gorden moved, seconded by Mr. Solberg.**

**MOTION, PASSED**

**Motion carried unanimously.**

**8. Metropolitan Transportation Plan Policies, Goals, Objectives**

Mr. Maddox presented the draft goals and objectives of the Metropolitan Transportation Plan and explained that they are important, as they would be used as scoring criteria to help prioritize future projects. He also informed the TTC that the next SRC meeting would be held before the planned public input meeting scheduled tentatively in early February, 2019 and that a specific date and time was not scheduled yet.

**9. Agency Updates**

Mr. Lower, introduced himself as the new Planning Director of Horace and said he was excited to be here.

Mr. Sahr and Mr. Dahlman gave an update on the 76<sup>th</sup> Avenue South project and improvements.

Mr. Gorden gave a brief update on the status of bidding documents and construction plans for 52<sup>nd</sup> Avenue South and Main Avenue.

Mr. Atkins gave a brief update on Center Avenue, 15<sup>th</sup> Avenue North, and the 21<sup>st</sup> Street Grade Separation.

Mr. Solberg gave a brief update on special assessment community forums and said they have had good turnout and discussions. He also said the City hired a new finance director.

Mr. Voigt gave a brief update on 2019 projects with a focus on bridge projects across the county.

Mr. Hove gave a brief update on upcoming 2019 projects.

Ms. Van Beek brought up some concern about construction on Center Avenue in Moorhead and Main Avenue in Fargo, and how that will impact MATBUS routes. Mr. Atkins said that they were coordinating projects so that they do not have a major disturbance on downtown Moorhead & Fargo and will work further with MATBUS.

Ms. Hanson gave a brief update on the Urban Grant Program and said that they received six applications and will be selecting projects in February. She also informed the TTC about upcoming training opportunities especially pertaining to Transit in coordination with FTA.

**10. Additional Business**

No additional business.

**11. Adjourn**

The 493<sup>rd</sup> Regular Meeting of the TTC was adjourned on January 10, 2019 at 11:24 a.m.

Respectfully Submitted,

Luke Champa  
Assistant Planner

Cindy Gray  
Executive Director