

# Agenda Item 1c, Attachment 1

**562<sup>nd</sup> Policy Board Meeting  
Fargo-Moorhead Metropolitan Council of Governments  
Thursday, January 17, 2019 – 4:00 pm  
Metro COG Conference Room**

**Members Present:**

Duane	Breitling	Cass County Commission
Steve	Gehrtz	Moorhead City Council
John	Gunkelman	Fargo Planning Commission
Chuck	Hendrickson	Moorhead City Council
Steve	Jesme	Dilworth City Council
Nicole	Mattson	Moorhead Planning Commission
Jenny	Mongeau	Clay County Commission
Brad	Olson	West Fargo City Commission
Dave	Piepkorn	Fargo City Commission
John	Strand	Fargo City Commission

**Members Absent:**

Shara	Fischer	Fargo Planning Commission
Tony	Gehrig	Fargo City Commission
Eric	Gjerdevig	West Fargo City Commission
Tony	Grindberg	Fargo City Commission
John	Koerselman	Horace City Commission
Rocky	Schneider	Fargo Planning Commission

**Others Present:**

Adam	Altenburg	Metro COG
Luke	Champa	Metro COG
Dan	Farnsworth	Metro COG
Cindy	Gray	Metro COG
Michael	Maddox	Metro COG
Anna	Pierce	Metro COG
Bob	Walton	NDDOT – Fargo District

- 1a. MEETING CALLED TO ORDER, WELCOME, AND INTRODUCTIONS, convened**  
The meeting was called to order at 4:00 pm, on January 17, 2019 by Chair Mongeau, noting a quorum was present. Introductions were made.
- 1b. Approve Order and Contents of Overall Agenda, approved**  
Chair Mongeau asked for approval for the overall agenda.

**MOTION: Approve the contents of the Overall Agenda of the 562<sup>nd</sup> Policy Board Meeting.**

**Mr. Gehrtz moved, seconded by Mr. Piepkorn.**

**MOTION, passed**

**Motion carried unanimously.**

**1c. Past Meeting Minutes, approved**

Chair Mongeau asked for approval of the Minutes of the December 20, 2018 Meeting.

**MOTION: Approve the December 20, 2018 Policy Board Meeting Minutes.**

**Mr. Olson moved, seconded by Mr. Gehrtz.**

**MOTION, passed**

**Motion carried unanimously.**

**1d. Monthly Bills, approved**

Chair Mongeau asked for approval of the January 2019 Bills as listed on Attachment 1d.

**MOTION: Approve the January 2019 Bills List.**

**Mr. Piepkorn moved, seconded by Mr. Hendrickson.**

**MOTION, passed**

**Motion carried unanimously.**

**2. CONSENT AGENDA**

**Chair Mongeau asked for approval of Items a-c on the Consent Agenda.**

a. December Month End Report

b. Quarter 4 and End of Year Report

c. Executive Director – Conclusion of Six Month Probationary Period

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

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

**MOTION, passed**

**Motion carried unanimously.**

**3. REGULAR AGENDA**

**3a. Public Comment Opportunity**

Mr. Altenburg informed the Policy Board of the Title VI report that would be completed soon and passed out Title VI sign-in/survey forms to Board members. He explained that completion of the forms is optional, and 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**

**3b. Performance Measure 1 (PM1) – 2019 Safety Targets**

Ms. Peirce presented the PM1 2019 Safety Targets.

**MOTION: Adopt NDDOT/MnDOT's Safety Performance Measures by signing the enclosed NDDOT/MnDOT resolution**

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

**MOTION, passed**

**Motion carried unanimously.**

**3c. Section 5339 Transit Grant Application**

Mr. Farnsworth presented the 5339 Transit Grant Application from MATBUS, to replace four fixed route buses and six paratransit vehicles in 2019.

**MOTION: Approval of the associated Section 5339 Transit Grant Application from City of Fargo / MATBUS prior to forwarding to NDDOT**  
**Mr. Piepkorn moved, seconded by Mr. Hendrickson.**  
**MOTION, passed**  
**Motion carried unanimously.**

**3d. MATBUS Transit Authority Consultant Selection and Contract**

Mr. Maddox presented the MATBUS Transit Authority Consultant Selection and Contract. He explained the study and introduced the top ranked consultant for the study as SRF Consulting Group teamed with AECOM and Swanson Warcup as subconsultants.

Mr. Piepkorn asked if there were any case studies for transit authorities that were split across state lines similar to the Fargo-Moorhead metropolitan area. Mr. Maddox replied there are numerous examples and AECOM has experience in working directly with bi-state transit authority jurisdictions.

Mr. Strand asked how the authorities were legally defined across state lines. Mr. Maddox said that the law firm Swanson Warcup has many years of experience with public sector matters in the Grand Forks – East Grand Forks region, and are familiar with the set-up of legal agreements involving entities in both North Dakota and Minnesota.

**MOTION: Approve the selection of SRF Consulting Group, with subconsultants AECOM and Swanson Warcup, to complete the MATBUS Transit Authority Study, as well as the negotiated scope of work and contract**  
**Mr. Gehrtz moved, seconded by Mr. Breitling.**  
**MOTION, passed**  
**Motion carried unanimously.**

**3e. Metropolitan Transportation Plan Public Engagement Information**

Ms. Gray gave a brief update on the Metropolitan Transportation Plan. Mr. Maddox added information about an upcoming MTP public engagement opportunity which will be held at the Stone Building on February 8<sup>th</sup>, 2019 from 11:00 AM to 7:00 PM.

Ms. Mongeau asked that Metro COG send an email with the flyer to Policy Board members so they can spread information on the place, date, and time.

Ms. Mattson asked what the goal was for public engagement, how many people we expect to show up. Mr. Maddox shared the attendance numbers from two previous public engagement meetings held at different times of the day. She also asked if the Universities have been contacted regarding the public meeting. Staff responded that University representatives are on Metro COG's email list for eblasts that have gone out to inform people about the event.

**No MOTION**

**4. Additional Business**

Chair Mongeau asked Ms. Gray to summarize any impacts that the Federal Government shutdown has on Metro COG. Ms. Gray responded that she does not foresee an immediate impact to Metro COG, but at some point, we could be affected by entities like FTA being affected by the shutdown, as some of our CPG funding is provided by FTA.

Ms. Gray also gave a brief update on the remodeling project. She said that the DIRT wall option is probably beyond our reach in terms of cost and Enclave Development, building owner, is going back to the drawing board to get closer to our budget.

Mr. Strand asked about moving to the old Fargo City Hall. Ms. Gray explained that they have an informal agreement with the City to rent the old city administration offices while the remodel occurs. She added that it has been the preference, over the years, for Metro COG to be located in a neutral location due to the number of jurisdictions with which the agency works.

**5. Adjourn**

**Ms. Mongeau adjourned the 562<sup>nd</sup> Meeting of the FM Metro COG Policy Board.**

The 562<sup>nd</sup> Meeting of the FM Metro COG Policy Board held Thursday, January 17, 2019 was adjourned at 4:44 pm.

Respectfully Submitted,

Luke Champa  
Assistant Planner

Cindy Gray  
Executive Director