

# Agenda Item 1c, Attachment 1

**563<sup>rd</sup> Policy Board Meeting**  
**Fargo-Moorhead Metropolitan Council of Governments**  
**Thursday, February 21, 2019 – 4:00 pm**  
**Metro COG Conference Room**

**Members Present:**

Duane	Breitling	Cass County Commission
Eric	Gjerdevig	West Fargo City Commission
Brenton	Holper	City of Horace
Steve	Jesme	Dilworth City Council
Johnathan	Judd	Moorhead City Council
Nicole	Mattson	Moorhead Planning Commission
Jenny	Mongeau	Clay County Commission
Brad	Olson	West Fargo City Commission
Rocky	Schneider	Fargo Planning Commission
John	Strand	Fargo City Commission

**Members Absent:**

Shara	Fischer	Fargo Planning Commission
Tony	Gehrig	Fargo City Commission
Steve	Gehrtz	Moorhead City Council
Tony	Grindberg	Fargo City Commission
John	Gunkelman	Fargo Planning Commission
Chuck	Hendrickson	Moorhead City Council
John	Koerselman	Horace City Commission
Dave	Piepkorn	Fargo City Commission

**Others Present:**

Adam	Altenburg	Metro COG
Luke	Champa	Metro COG
Dan	Farnsworth	Metro COG
Cindy	Gray	Metro COG
Savanna	Leach	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 February 21, 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 563<sup>rd</sup> Policy Board Meeting.**

**Mr. Jesme moved, seconded by Mr. Schneider**

**MOTION, passed. 9-0**

**Motion carried unanimously.**

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

Chair Mongeau asked for approval of the Minutes of the January 17, 2019 Meeting.

**MOTION: Approve the January 17, 2019 Policy Board Meeting Minutes.**

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

**MOTION, passed. 9-0.**

**Motion carried unanimously.**

**1d. Monthly Bills, approved**

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

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

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

**MOTION, passed. 9-0**

**Motion carried unanimously.**

**2. CONSENT AGENDA**

**Chair Mongeau asked for approval of Items A-E on the Consent Agenda.**

- a. January Month End Report
- b. NW Metro Transportation Plan Consultant Selection
- c. 9<sup>th</sup> Street Corridor Study Consultant Selection
- d. 2019-2022 TIP Amendment #2
- e. MnDOT ITS Architecture Resolution

**MOTION: Approve Items A-E on the Consent Agenda.**

**Mr. Schneider moved, seconded by Mr. Breitling.**

**MOTION, passed**

**Motion carried unanimously.**

**3. REGULAR AGENDA**

**3a. Public Comment Opportunity**

No public comments were made or received.

**No MOTION**

**3b. Personnel Policy Update – Professional Dues and Certifications**

Ms. Gray presented an update to section 5.04: Professional Dues and Certifications in the Personnel Policies & Procedures manual. The current policy does not allow for reimbursement or direct pay of professional dues, certifications, or any such expenses related to professional accreditation or membership. The revised policy would allow, at the discretion of the Executive Director, for reimbursement/direct pay of those expenses, as long as it is relevant to the position held by the Metro COG staff member. She explained that the proposed change was reviewed and discussed with the Executive Committee and they recommended approval to the Policy Board.

Ms. Mongeau reminded the board that this was discussed at length last year, but was tabled until the Executive Director position was filled.

**MOTION: Approve the proposed amendment to Section 5.04 of the Personnel Policies regarding payment of professional organization dues and certifications.**

**Mr. Breitling moved, seconded by Mr. Judd.**

**MOTION, passed**

**Motion carried unanimously.**

**3c. 2019-2020 UPWP Amendment #1 – Administrative Modification**

Ms. Gray presented Amendment #1, an administrative modification, to the 2019-2020 UPWP. The scopes and boundaries of the 9<sup>th</sup> Street Corridor Study in West Fargo and the Northwest Metro Transportation Plan for Fargo/West Fargo projects were fine-tuned by local technical staff, warranting a change in project budgets. The recommended change for the 9<sup>th</sup> Street Corridor Study is to reduce the budget from \$125,000 to \$100,000, transferring the \$25,000 to the Northwest Metropolitan Transportation Plan, increasing the budget for that project from \$225,000 to \$250,000. Since the 9<sup>th</sup> Street Corridor Study is a West Fargo project and the NW Transportation Plan is a Fargo/West Fargo project, this amendment results in an overall change in local matches. West Fargo's local share will be reduced by \$2,500; and Fargo's local match will increase by \$2,500.

**MOTION: Approve 2019-2020 UPWP Amendment #1, an administrative modification.**

**Mr. Schneider moved, seconded by Mr. Breitling.**

**MOTION, passed. 9-0.**

**Motion carried unanimously.**

**4. 2020 Census Update**

Ms. Pierce said that she will soon be reaching out to the jurisdictions for their input on updated boundaries of census tracts, block groups, and blocks, and identification of Census Designated Places. This input will then need to be incorporated into GIS shape file products, which are due to the Census Bureau by the end of May, 2019.

**5. Upcoming Public Engagement Events**

Fargo – 17<sup>th</sup> Avenue S Corridor Study Public Meeting  
Tentatively scheduled for March 7  
Horace – 2045 Public Open House  
February 28, 6-8pm, Horace Senior Center

**6. Agency Remodel Update**

Ms. Gray provided an update on the agency remodel. Last week, Enclave said they were no longer able to complete the remodel for Metro COG due to their other commitments. Ms. Gray is working with building leasing agent, Lori Ibach and other Case Plaza LLC building managers to get bids from local contractors. Ms. Gray is hoping to bring a more solid update to the March meeting.

**7. Additional Business**

Ms. Gray received a request from North Dakota Senator, Kevin Cramer, for a write-up on how the MPO is affected by the FAST Act. Senator Cramer is on the Environmental and Public Works senatorial committee. Mr. Walton said that the NDDOT is also working on a similar response for the state's needs.

**MOTION: Authorize Executive Director Gray to draft a response, to be signed by Chair Mongeau and Vice Chair Olson, to represent both states in the MPO.**

**Mr. Breitling moved, seconded by Mr. Schneider.**

**MOTION, passed. 9-0.**

**Motion carried unanimously.**

Mr. Walton provided the board with the NDDOT Transportation Handbook, and briefly explained its purpose.

**8. Adjourn**

The 563<sup>rd</sup> Meeting of the FM Metro COG Policy Board held Thursday, February 21, 2019 was adjourned at 4:49 pm.

**THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD March 21, 2019, 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