

**PROCEEDINGS OF THE
EXECUTIVE POLICY BOARD OF THE
GRAND FORKS/EAST GRAND FORKS
METROPOLITAN PLANNING ORGANIZATION**

**Friday, November 12, 2004 – 12:00 Noon
East Grand Forks City Hall Council Chambers**

CALL TO ORDER

Dick Grassel, Chairman, called the meeting to order.

ROLL CALL

On a Call of Roll the following members were present: Dick Grassel, Chairman; Rob Kwiet, Warren Strandell, Gary Sanders, Gary Malm, Doug Christensen, and Steve Gander.

Staff present were: Earl Haugen, GF/EGF MPO Executive Director; Ryan Brooks, GF/EGF MPO Planner, Senior; Cindy Voigt, GF Assistant City Engineer; and Peggy McNelis, GF/EGF MPO Administrative Specialist, Senior.

DETERMINATION OF A QUORUM

Chairman Grassel declared a quorum was present.

APPROVAL OF MINUTES

Moved by Kweit, seconded by Malm, to approve the October 15th, 2004, minutes of the GF/EGF MPO Executive Policy Board, as read. Motion carried unanimously.

MATTER OF CAPITAL ASSET POLICY

Haugen reported that during the MPO's last audit, it was identified, as part of the Governmental Accounting Standards Board (GASB) 34, a new accounting procedure for governments, that we would need to implement a Capital Asset Policy. He stated that with the MPO, it is a rather straight-forward policy, as the only real capital assets we have are our copy machines, etc..

Haugen stated that in working with our accounting, and the auditors, we did develop the policy before you, which identifies only those things with a value of \$5,000 or more, at the time of it's original purchase. He pointed out that we have also implemented a depreciation schedule for those items.

Haugen commented that in addition to the proposed policy, and depreciation schedule, a list of those items that would have been impacted by the policy are also included in the packets, and illustrates that the only current piece of equipment that still has a value is the copier that is located in the Grand Forks office.

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Moved by Kweit, seconded by Malm, to approve adoption of the GF/EGF MPO's Capital Asset Policy, as submitted. Motion carried unanimously.

MATTER OF APPROVAL OF THE 2005/2006 TRANSPORTATION PLANNING AGREEMENT WITH THE NDDOT

Haugen reported that, again, this is a requirement with the NDDOT, and that signing this agreement allows us to receive our Federal Transportation Planning funds. He stated that this is a standard agreement, which have signed in the past, although this one is for a two-year period, which mirrors the MPO's Unified Annual Work Program.

Haugen said that we are asking that the Executive Policy Board approve authorizing the Chairman to sign the agreement.

Moved by Kweit, seconded by Sanders, to approve authorizing the GF/EGF MPO Chairman to sign the 2005/2006 Transportation Planning Agreement with the NDDOT. Motion carried unanimously.

MATTER OF NORTH DAKOTA TRANSPORTATION ENHANCEMENT (T.E.) APPLICATIONS FOR FY 2006

Haugen reported that the whole purpose of holding this meeting was to dispense, and forward on to the NDDOT, any applications we received for transportation enhancement projects, which are due this afternoon in Bismarck. He pointed out that we only received this one application from the City of Grand Forks, which is for a multi-use, shared path along North 55th Street, adjacent to the Congressional Subdivisions that were developed after the flood, as well as the manufactured housing park there as well.

Haugen pointed out that a large portion of this path will be put in as part of a housing development that is being constructed by the Grand Forks Housing Authority, and this application is just to fill in the gaps.

Haugen reported that the Technical Advisory Committee did meet on Wednesday, and did concur that this project is consistent with the MPO's Long Range Transportation Plan, and that it should receive a high priority ranking.

Moved by Kweit, seconded by Malm, to approve the Grand Forks' FY 2006 NDDOT Transportation Enhancement Application as being consistent with the Long Range Transportation Plan, and to give it a high priority ranking. Motion carried unanimously.

OTHER BUSINESS

1. Matter Of Update On Merrifield Bridge Study

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Haugen reported that the third public meeting on the Merrifield Bridge Study has been scheduled for Tuesday, November 30th, 2004, at 7:00 p.m. at the Grand Forks Country Club.

2. Matter Of Scheduling Next MPO Executive Policy Board Meeting

Haugen reported that another MPO Executive Policy Board meeting has been scheduled for December 10th, 2004, at 12:00 Noon.

ADJOURNMENT

Moved by Kweit, seconded by Strandell, to adjourn the GF/EGF MPO Executive Policy Board meeting. Motion carried unanimously.

Respectfully submitted by,

Peggy McNelis
Administrative Specialist Senior