

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, October 14th, 2009 – 1:30 p.m.
Grand Forks City Hall Conference Room A-101**

CALL TO ORDER

Earl Haugen, Chairman, called the October 14th, 2009, meeting of the MPO Technical Advisory Committee to order at 1:37 p.m.

CALL OF ROLL

On a Call of Roll the following members were present: Jane Williams, Grand Forks Traffic Engineer; Dean Rau, Grand Forks Assistant Engineer; Nancy Ellis, East Grand Forks Planning; Stacey Hanson, NDDOT-Bismarck (Via Conference Call); Brad Gengler, Grand Forks Planning; Rich Sanders, Polk County Engineer; Pavlish, NDDOT-Grand Forks District; and Brad Bail, East Grand Forks Consulting Engineer.

Guests present were: Denny Johnson, NDDOT-Transit-Bismarck; Dawn Michael, NDDOT-Bismarck; Stephanie Hickman, FHWA-Bismarck; and Dustin Lang, NDDOT-Grand Forks.

Staff present were: Earl Haugen, GF/EGF MPO Executive Director; Teri Kouba, GF/EGF MPO Planner; Aaron Nelson, GF/EGF MPO Intern; and Peggy McNelis, GF/EGF MPO Executive Assistant.

DETERMINATION OF A QUORUM

Haugen reported that a quorum was not present at this time, however, Brad Bail, East Grand Forks Consulting Engineer is on his way, which will then give us a quorum.

INTRODUCTIONS

Haugen asked that everyone please give a brief introduction of themselves as there are several new members present.

SUSPEND AGENDA

Haugen asked that the agenda be suspended until Mr. Bail arrives to hear non-action items.

A. November Technical Advisory Committee Meeting

Haugen stated that, because Wednesday, November 11th is a holiday we will need to reschedule our Technical Advisory Committee meeting to another date. He asked if Thursday, November 12th, would work. Those members present agreed that November 12th would work for them.

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, October 14th, 2009**

B. DOT Restructuring

Haugen asked that Ms. Hanson give a brief overview on the DOT restructuring process they are currently undergoing. Hanson responded that the DOT has essentially aligned their transit and MPO staff to work together, which will help in dealing with the combined FTA funds they work with. She explained that they have hired a couple of new staff members; Denny Johnson, who will be the new MPO Coordinator; and Dawn Michael, who is in the Transit and MPO sections, adding that they will both be working with the MPOs a lot in the future.

Pavlish reported that Dustin Lang will be the new Grand Forks District Representative on the Technical Advisory Committee, and the MPO contact beginning in November.

MATTER OF SIGNAL COORDINATION STUDY PROGRESS

Haugen reported that Mike Anderson, Alliant Engineering, is present today to give a brief overview on the progress of the Signal Coordination Study. He pointed out that a short staff report was included in the packet, as well as notification of the open house being held this evening from 5:30 to 7:00 p.m. in the Grand Forks City Hall Council Chambers. He added that he also e-mailed some of the presentation materials prior to today's meeting.

Anderson distributed copies of the Signal Coordination Study Project Overview, a copy of which is included in the file and available upon request, and went over it briefly.

Anderson explained that over the next year and a half they will be implementing new signal timing plans and new signal controllers on five of the major arterials in Grand Forks; Columbia Road, Washington Street, Gateway Drive, DeMers Avenue, and 42nd Street. He stated that the primary goal of this project is to improve traffic flow on these corridors.

Anderson reported that last year they did this same thing to the 32nd Avenue Corridor, with very good results, as indicated in the overview.

Anderson referred to the second page of the overview, and went over the process they will be following; pointing out that the first step will be to develop new timing plans for these five corridors, the second will be to work with the Cities Area Transit to do some transit signal priority timing, the third will be to develop an event timing plan for the Alerus and Englestad, the fourth will be to develop winter timing plans, and the final step will be to complete a final report. He added that the tentative project milestone dates are also included in the overview as well, with the final report being completed by December 31, 2010.

Anderson pointed out that Columbia Road will have interim timing plans completed this week; Washington Street is scheduled to be done next spring; DeMers Avenue, 42nd Street, Gateway Drive, and the event and bus priority timing plans are scheduled to be done next fall.

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, October 14th, 2009**

Anderson reported that they have set up a project website, which can be accessed at www.theforksmo.org/Pages/Projects.htm.

Haugen reminded everyone that there are many different funding sources being used for this, including local funds, DOE stimulus monies, federal transit monies, NDDOT monies, etc.. He stated that he thinks that there are a lot of people anticipating, and talking about the progression of vehicles through our signal system, so hopefully by Saturday Columbia Road will be another corridor with improved signal coordination.

Bail reported present.

RESUME AGENDA

DETERMINATION OF A QUORUM

Haugen declared that a quorum was now present.

**MATTER OF APPROVAL OF THE SEPTEMBER 9TH, 2009, MINUTES OF THE
TECHNICAL ADVISORY COMMITTEE**

***MOVED BY ELLIS, SECONDED BY GENGLER, TO APPROVE THE SEPTEMBER 9TH,
2009, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE, AS SUBMITTED.***

MOTION CARRIED UNANIMOUSLY.

MATTER OF FINAL APPROVAL OF BRIDGE CLOSURE PLAN UPDATE

Ellis reported that last month she brought in some changes to our Bridge Closure Plan, which were the result of some things that occurred during this past spring's flooding event, including some things that were actually added to the plan. She said that the reality of this past flood event was that not all the actions included in the plan were followed, some were changed, some were added, and some weren't done at all.

Ellis referred to the Bridge Closure Plan, which was included in the packet, and went over the changes made. (A copy of this document is included in the packet, and available upon request).

Hickman suggested that we may want to consider, for future studies for this plan, or maybe for the Long Range Transportation Plan, to look at ways to modify the approaches on the west side of the Kennedy Bridge so that they can be elevated. She added that another thing to consider would be to have a place that has already been cleared that can be used for borrow. Haugen commented that it is actually the east side of the Kennedy that is more problematic, not the west side. Hickman responded that she is only going by what someone wrote down for her, and that was the west side, so she apologizes for the error. Bail commented that it is kind of confusing because there is an overpass that goes over 4th Street to River Road, and the spot between them is

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, October 14th, 2009**

really the problem area. He explained that they redid Highway 2, but there isn't much that can be done with that area. He added that Greg Boppre has talked to MNDOT about the possibility of doing something permanent to help protect that edge a little, but nothing has been decided at this time.

MOVED BY SANDERS, SECONDED BY PAVLISH, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE BRIDGE CLOSURE TRAFFIC MANAGEMENT PLAN.

MOTION CARRIED UNANIMOUSLY.

MATTER OF T.I.P. OPERATIONAL MAINTENANCE INFORMATION

Haugen commented that, as was discussed at last month's meeting, our T.I.P. document needs a section incorporated into it that discusses the operation and maintenance costs to the federal aid system of the MPO area. He stated that, as noted in the staff report and the proposed section to be incorporated into the T.I.P.

Haugen explained that the Federal Aid System is basically the State Highway System in our MPO area, plus the interstate. He added that these are not all of the functionally classified roadways. He stated that MPO staff worked with people from the Finance Departments of both cities, and with Ms. Hanson, to come up with the idea of possibly using a pro-rata share format in which we would determine how many lane miles of State Aid Roadways there are versus the total roadway system in each community. He said that we would then take that pro-rata share and use a budget of Street Department in Grand Forks, Public Works Department in East Grand Forks to come up with the same percentage of lane miles there are to total miles, to represent the operation and maintenance costs within each city. He stated that North Dakota did this for its district area, the area outside city limits, but still within the MPO study area, but we are still waiting for information from the State of Minnesota.

Haugen reported that this is what they did, and, ironically, it worked out to be that about 10% of the total streets are on the State Aid System for each community, which makes it fairly easy to determine how much the operation and maintenance costs are from the City budgets, 10% from East Grand Forks Public Works and 10% from the Grand Forks Street Department.

Haugen commented that, devoid of the Minnesota information, he believes we have fulfilled Federal Highway's request that we incorporate this into our T.I.P..

Hickman explained that this request was made due to a push for fiscal constraint, an issue that has come up across the country, primarily in a State other than North Dakota, but what happened was that some of the local entities were including their local match, and that happened to be the same monies that they were using for operations and maintenance, so when it came time to do the project if they had problems with a lot of snowplowing, they didn't have any monies left for the local match, so to ensure that the plan was truly fiscally constrained, and that the local match

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, October 14th, 2009**

was available as well as being able to take care of the roadways, it was determined that operations and maintenance information would need to be included in both the T.I.P. and the Long Range Transportation Plan. She stated that as long as you can identify your resources, and defend how you came up with your extended numbers in your Long Range Plan or T.I.P. year of expenditure, it is pretty straight forward for FHWA to accept it, but it does have to be defensible, and she doesn't see anything that would be contradictory with your methodology.

MOVED BY RAU, SECONDED BY ELLIS, TO FORWARD A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE DRAFT FINANCIAL SUMMARY OF OPERATION AND MAINTENANCE COSTS INTO THE T.I.P. PENDING MNDOT INFORMATION.

MOTION CARRIED UNANIMOUSLY.

MATTER OF T.I.P. PROJECT SOLICITATION

Haugen reported that he included the MPO schedule for project solicitation for the 2011-2014 T.I.P., for both Minnesota projects and North Dakota projects. He pointed out that there are some timeline differences for the two states.

Haugen commented that he also included a copy of the solicitation letter that was sent out to all of the governing agency's elected officials. He stated that a public notice was also published in the local paper as well. He referred to the solicitation timelines and went over them briefly.

Haugen pointed out that a public hearing on the draft report is tentatively scheduled for April 14th, and the final report is scheduled to be completed in August.

Haugen reported that in North Dakota we have been working with the DOT to make some improvements, or refinements to the T.I.P. solicitation process, or basically the whole T.I.P. process. He stated that he hopes to have information available in the near future identifying some of the things that will be refined, and as we work on this over the next six months or so we should have more refinements available as they are determined.

Information only.

OTHER BUSINESS

1. **Railroad Crossing Study**

Haugen reported that, as you are aware, we are in the process of doing a Railroad Crossing Study, which has basically two parts, one involves looking at several crossings for possible quiet zone eligibility, and the other involves looking more specifically at the State Mill line to see if we can do any safety improvements.

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, October 14th, 2009**

Haugen stated that the first Steering Committee meeting is scheduled for October 27th, and incorporated in that will be a day and a half field visit of the crossing, beginning in East Grand Forks and ending in Grand Forks. He said that we will also be scheduling some neighborhood meetings, particularly along the State Mill line.

Information only.

ADJOURNMENT

***MOVED BY BAIL, SECONDED BY GENGLER, TO ADJOURN THE OCTOBER 14TH,
2009, MEETING OF THE TECHNICAL ADVISORY COMMITTEE AT 2.10 P.M.***

MOTION CARRIED UNANIMOUSLY.

Respectfully submitted by,

Peggy McNelis, Executive Assistant