

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, October 12th, 2022**

CALL TO ORDER

Stephanie Halford, Chairman, called the October 12th, 2022, meeting of the MPO Technical Advisory Committee to order at 1:33 a.m.

CALL OF ROLL

On a Call of Roll the following member(s) were present: Steve Emery, East Grand Forks Engineer; George Palo, NDDOT-Grand Forks District; and Dale Bergman, Cities Area Transit. Via Zoom: David Kuharenko, Grand Forks Engineering; Wayne Zacher, NDDOT-Local Planning; Nancy Ellis, East Grand Forks Planning; Ryan Brooks, Grand Forks Planning; Jon Mason, MnDOT-District 2.

Absent: Brad Bail, Jason Peterson, Michael Johnson, Lane Magnuson, Nels Christianson, Nick West, Ryan Riesinger, Christian Danielson, and Patrick Hopkins.

Guest(s) present: Kristen Sperry, FHWA-ND; Anna Pierce, MnDOT; Daba Gedafa, UND; and Jason Carbee, HDR Consulting.

Staff: Stephanie Halford, GF/EGF MPO Executive Director; Teri Kouba, GF/EGF MPO Senior Planner; and Peggy McNelis, GF/EGF MPO Office Manager.

DETERMINATION OF A QUORUM

Halford declared a quorum was present.

MATTER OF APPROVAL OF THE SEPTEMBER 12, 2022, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE

MOVED BY ELLIS, SECONDED BY KUHARENKO, TO APPROVE THE SEPTEMBER 12TH, 2022 MINUTES OF THE TECHNICAL ADVISORY COMMITTEE, AS PRESENTED.

MOTION CARRIED UNANIMOUSLY.

MATTER OF FINAL APPROVAL OF THE 2045 METROPOLITAN TRANSPORTATION PLAN (MTP) AMENDMENT

Halford reported that this was discussed at the last Technical Advisory Committee meeting. She said that, again, the City of East Grand Forks is requesting the MPO amend its 2045 MTP to

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move the Bygland/Rhinehart Roundabout Project from the short-term to the mid-term range. She added that the City of East Grand Forks further requested the MPO amend the plan to add a few projects to the short-term, they are:

- 1) 5th Ave NE (15th St. NE to 20th St NE) – Miscellaneous concrete panel/C&G replacement and miscellaneous sidewalk replacement.
- 2) 5th Ave NE (Highway 2 to 10th St NE) – Miscellaneous concrete panel/C&G replacement.
- 3) DeMers Ave (4th St to 10th St) – Replace stamped concrete crosswalks, remove bituminous pavement from old RR tracks and replace with concrete pavement, miscellaneous concrete panel/C&G replacement, and miscellaneous sidewalk replacement.

Halford stated that, again there weren't any comments or questions from the Technical Advisory Committee at your September 12th meeting, but the Executive Policy Board did have a few questions and comments at their September 21st meeting. She shared that Marc DeMers asked why the roundabout project is being moved to the Illustrative Project list, and MPO staff responded that that was how the amendment was communicated to them. She said that Mayor Gander was present at the meeting as well and he did say that per the conversations he was part of on this item, he feels it would be appropriate to move the roundabout project to the mid-term project list instead the illustrative list, so staff did make that adjustment and it is reflected in the staff report as well.

Halford commented that representatives from the City of East Grand Forks attended the last ATP meeting on September 29th, and gave an update to that group on where they are with the subtarget funding, and their plans for the funding. She stated that there weren't any comments or concerns from that update, and the City of Grand Forks has also submitted a letter stating that they don't feel they need to amend their Comprehensive Plan to include this. She said that the City of East Grand Forks also sent a letter to that effect as well.

Halford reported that this item will move on to the MPO Executive Policy Board meeting on October 19th, and then we will go through the T.I.P. amendment process to include it in that document as well.

Ellis said that she agrees with Mayor Gander, to move this to a mid-term project, particularly since they are going to be updating the Street and Highway Plan, so we can again look at in further detail during the update. She added that if we also get funding for the Safety Plan, it would be another opportunity for us to review it again as well, so she wouldn't want it to be placed in the Illustrative Project list at this point, but rather have it in the mid-term or long-term list.

MOVED BY ELLIS, SECONDED BY BROOKS, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE AMENDMENT TO THE 2045 MTP, AS PRESENTED.

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Voting Aye: Palo, Brooks, Ellis, Emery, Mason, Zacher, Bergman, and Kuharenko.

Voting Nay: None.

Abstaining: None.

Absent: Bail, Peterson, Riesinger, Danielson, Johnson, Christianson, Hopkins, West, and Magnuson.

MATTER OF FINAL APPROVAL OF THE UND INTERNSHIP

Halford reported that since our August meeting, at which we tabled this item in order to have further discussion and refinement of the agreement, a small group met and reviewed the document, and Daba has made the edits.

MOVED BY KUHARENKO, SECONDED BY BROOKS, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE AUTHORIZING THE MPO EXECUTIVE DIRECTOR TO EXECUTIVE A COLLABORATIVE RESEARCH AGREEMENT WITH UND, AS PRESENTED.

Voting Aye: Palo, Brooks, Ellis, Emery, Mason, Zacher, Bergman, and Kuharenko.

Voting Nay: None.

Abstaining: None.

Absent: Bail, Peterson, Riesinger, Danielson, Johnson, Christianson, Hopkins, West, and Magnuson.

MATTER OF 2024-2027 T.I.P. CANDIDATE PROJECT SOLICITATION

Kouba reported that, as you know, we go through an update process of our T.I.P. every year, and we are starting on the 2024-2027 T.I.P. solicitation.

Kouba commented that there are a few projects that are out and about, and she knows that people have talked about them; she has split them into Minnesota and North Dakota projects and any help she can get on dates and such so that she can give you some dates for getting information to the MPO so it can go through our process would be great. Kouba referred to the staff report and went over the different state deadlines for various programs.

Kouba stated that so far she has received information on the Transportation Alternatives program. She said that MnDOT has a deadline of January 13th for applications, but the MPO will need everything in to them by December 1st. She added that there is also the local Safety Program in Minnesota and that has a deadline of November 23rd, but again information is due to the MPO by October 26th.

Kouba commented that for North Dakota she knows that Transit is out right now, and they will need information to the MPO by November 30th. She said that we have also heard something about the Urban Highway Railroad Crossings program, for which we will need information to the MPO by October 26th, and then there is also the Highway Safety Program, which is due November 30th to the MPO.

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Pierce noted that she is working on a spreadsheet of programs that she will get out to the MPO as soon as it is done. Kouba said that she has a spreadsheet as well and did get it out so any information you may have that should be added to that let her know.

Kouba reported that through this process we also have to make sure that we are meeting all the federal guidelines; we also want to make sure that you get the information we had in our 2045 MTP, our 2050 isn't quite ready yet, they are working on that, and the new year will be 2027 and we don't have any projects just yet for that year.

Zacher asked if the Urban Highway Rail really 2023, because we are in Fiscal Year 23 right now. He said that he saw her email but didn't have time to really look at it, but it just seems odd that it is coming out at the start of a fiscal year for that same funding year. Kouba responded that that is the information she has right now, but if it isn't right please let her know. Zacher said that he hasn't dug into it and it may very well be correct, he knows they met, at least for the 2023 projects or the upcoming year's projects they met last week to talk about some of those projects.

Kouba stated that as soon as we know the deadlines for all of these programs we will try to get it put together a list so that everyone knows the deadline for getting information to the MPO for each program so we can get it through our process as well.

Kuharenko commented that he presented an information only item to their City Council kind of walking through some of what we are looking at with proposals. He said that at this point in time they are mostly just waiting on the solicitations to come out, that way he can hopefully send all of them through at the same time. He stated that he knows the HSIP is out, but hopefully the other ones follow shortly then they can get them moving, so if you need a copy of those staff reports let him know and he will get that information to you. Kouba stated that she will start sending out the scoring sheets as well so you can fill them out wherever there is a project.

Ellis pointed out that she sees that Anna Pierce has provided some information on the chat function on Zoom about the Planning Assistance Grants. She asked if that was to develop a new Safe Routes to School plan or is that for Safe Routes to School planning and programming. Pierce responded that the Planning Assistance Grants, her understanding, is that it can be used to update or develop a new Safe Routes to School plan. She added that there is also the Safe Routes to School Boost Grants, and those are for non-construction strategies to support the plans and programs for Safe Routes to School, and then Dave Callen with MnDOT would be the best person to contact with any questions about those, and she did send Stephanie an e-mail earlier today with this information.

Pierce stated that the Active Transportation (AT) Infrastructure Grants letter of intent is due Friday, and the applications are due at the end of the year. Ellis asked if this was the TA grant. Pierce responded it is not, it is a State funded grant. She explained that there are actually two grants; there is the infrastructure and then there is the demonstration/planning grant. She added that there is a demonstration project grant and a planning project grant, and State Aid is managing those grants; and the Active Transportation Program for planning is going to be due in

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June of 2023, and will be selected by July 2023 and more information will be coming on that, and then the Active Transportation Program for demonstration projects will be due from the MPO in January or February of 2023; and then the Greater Minnesota Transportation Alternative (TA) infrastructure opportunity will be coming out in the regular November cycle, and those are like active type transportation things; . She said that for the Highway Rail Crossing Program, the funding years for 2024-2027 will be coming, MnDOT is going through that solicitation process and will be developing that list by the end of the year and then sharing that information with the applicable jurisdictions and MPOs, but right now she doesn't think there is anything in this MPOs area for that time period but that could change. She added that the Highway Freight Program, for funding years 2026- 2028 is forthcoming, and an MPO letter of support will be required from all applicants in the MPO area, but more information will be coming out on that in early 2023.

Pierce commented that is what she knows right now, but as she said, she is still putting this all together and is also coordinating with their ??? to try to get a better picture of solicitation stuff for you all.

Emery stated that the City of East Grand Forks has been working on a potential quiet zone project, and they have been looking at the possibility of putting in active pedestrian gates/lights, and he is wondering if this would be eligible for any of these funding programs, whether it is the Urban Highway Rail Crossing Safety Program or something like that. Pierce responded that she isn't the person to answer that and would direct you to contact Amy Johnson. Kuharenko commented that they actually have a similar project on the North Dakota side where they are looking at a signalized crossing at University and the Mill Spur, and one of the conversations he has had with BNSF was the potential of adding pedestrian gates as well, and, at least on the North Dakota side, the program they have will allow for the funding of the construction of it but the catch is on the maintenance, BNSF was looking to charge them for annual maintenance of that crossing and that was getting to be very very expensive, so something to consider. Pierce added that the City of Moorhead has a couple of those so they may be a good place to get information on they got those funded.

Kouba said that she attached the MTP final projects and the TIP from 2024 to 2026 as part of the packet so if you have any questions, please let staff know, and hopefully we can keep the flow of information going out to you so we can have a smooth process.

Information only.

MATTER OF 2050 STREET/HIGHWAY ELEMENT UPDATE

Halford reported that we have to update our Street and Highway Plan every five years so this is just to give the Technical Advisory Committee an update on the status of the update. She stated that we are using the Technical Advisory Committee to give feedback, input and oversight of the study as we go through the process so we actually have Jason Carbee from HDR here today to give a brief overview presentation on where we are at, and to get input and feedback from the Technical Advisory Committee.

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Carbee referred to a slide presentation (a copy of which is included in the file and is available upon request), and commented that, as noted, in your packets they have what they are calling an Interim Existing Conditions Memorandum. He stated that they are working toward a November 3rd Public Engagement Opportunity, they are going to have an Open House and are going to meet with the Stakeholders Group to get some ideas of some of the issues and opportunities in the urban area, and then to get some input on what kinds of goals and directions for the plan.

Carbee stated that he would like to really quickly walk through some of the information in the slides.

Presentation continued.

Carbee referred to the plan schedule and commented that they are working toward having a draft plan late summer early fall next year; it needs to be adopted by the end of next year. He added that there will be two additional public open houses coming up and then an additional on-line activity that they will have as well.

Carbee stated that basically they have worked through safety; traffic operations, including travel reliability; pavement and bridge data, and an overview of the road network. He said that they are still waiting on future conditions, depending on what ATAC is working on on the travel model, so they are kind of working on that and are waiting on getting their forecast done. He added that some of the scope of work relates to the carbon footprint and how the environmental baseline is assembling the data to understand what the constraints are in part of the Metropolitan Transportation Planning process that requires us to talk about environmental mitigation in the project development process, just making sure it is all getting taken care of.

Carbee said that he will really quickly touch on how we approach the level of service for traffic operation, and then on travel reliability. He added that he thinks one of the key things here, before they go before the public with this, is they are hoping to get feedback from this body, and so one of the ways they worked on getting an idea of a typical level of congestion or level of service was to look at the more detailed studies that were done recently so they went back to the last Street and Highway Plan from 2017. He referred to a presentation slide and pointed out that it shows some of the plans they looked at including the I-29 Traffic Operations Study, the Downtown Transportation Study, the Minnesota 220 North Corridor Study, the US 2/US 81 Skewed Intersection Study, the FuFeng Development Traffic Impact Study, and the Future Bridge Traffic Impact Study. He stated that out of that came a lot of traffic analysis that they could incorporate; highlights are that we didn't see widespread pockets of level of service much beyond Level of Service D during the peak conditions.

Carbee stated that what they did to kind of supplement those studies was to take a regional planning approach, and you will notice in the document, and MPO staff pointed this out, they cited a Florida DOT Level of Service approach and the reason they did this is because it allows us to take kind of a planning level at a regional scale like this and it uses some Highway Capacity Manual types of assumptions so it kind of takes the daily traffic and that information and our understand of how many lanes we've got on the road and allows us to use a set of

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assumptions to get an understanding of how daily conditions might relate to peak traffic operations. He stated that it is a pretty good kind of 30,000 foot view of how we can get in the ballpark. He added that he knows there are probably areas where it is a little off so what they are hoping to do is to get some feedback from this body on areas that they might have missed, or where we are over stating or under stating congestion. He said that he knows that historically Washington and DeMers has been an intersection that sees a lot of congestion, and they are showing that at a Level of Service C/D, but he knows that in the past it has been found to have some movements that are higher than that so they are hoping to get some feedback on kind of combining these two different sources of traffic operations data and kind of get to a final set of combined data, what is kind of our baseline as we start looking to the future of where we might have some of those congestion issues.

Carbee commented that reliability is one of those performance measures that is just basically how consistent from day to day, at a certain kind of day, how consistent are those travel times; where do you run into those issues where you don't have much consistency in those travel times and so that is where you really run into some reliability issues, and one of the places the MPO really needs to really look at reliability on the interstate, the interstate system is pretty reliable overall; on the non-interstate system we run into a few pockets where we have a few issues where we are a little less unreliable, but overall the system is pretty reliable and we do have some graphs in the existing conditions document that show the overall performance of the system and you can see that it is a pretty reliable system overall.

Carbee stated that truck travel time is another area that needs to be evaluated, and we do see some problems with truck acceleration and merging between DeMers and Highway 2, but overall, again, truck reliability is pretty good.

Carbee said that, getting into safety, you will see a rather big drop in crashes reported on the North Dakota side between 2018 and 2019, and some of you probably know this, but the threshold for reporting of property damage crashes changed pretty drastically between \$1,000 and \$4,000 in that period so that explains some of the precipitous drop-off in addition to the Covid 19 Pandemic, there was a drop in travel as well. He commented that in the document you can see that they have some more patterns year by year and you can see that the more serious crashes didn't drop off as quickly as the property damage only.

Carbee commented that they did look at the top crash frequency intersections; they are using six years of data and are trying to even out those peaks and valleys that come with safety data. He added that they also looked at crash rates as well.

Carbee stated that Bicycle and Pedestrian safety is another area that is important to look at with the plan, and you can see a little bit of variability there in the bicycle and pedestrian crashes, and, as you can see there is also a map of the location of crashes including fatal and serious crashes as well.

Carbee said that he is hoping that they can get some feedback from this body within the next week or so, at least by October 19th.

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Carbee referred to the presentation, specifically the First Public Engagement Milestone slide, and pointed out that they are holding an open house on November 3rd that will focus on getting input from the public and stakeholders on what should the plan focus on, what are the issues, needs and goals; no formal presentation as much as just an open house for people to get some information and just give us their thoughts. He added that they will be having an on-line self-paced version of this afterwards as well for additional feedback.

Carbee went over the next steps for the plan process; finalize baseline conditions, finalize materials for the November Public Engagement, online engagement, and develop goals, objectives, policy and performance measures.

Kuharenko asked when they were hoping to get feedback again. Carbee responded that they are hoping to get it by October 19th.

Halford stated that she did give those present today a hard copy of the presentation that she got yesterday so they have it, and then it will also be posted online so those attending via Zoom can look at it as well. Carbee commented that he noticed that on his schedule he repeated one of the items so he will send an updated version. Halford said that we do have a location for the November 3rd Public Open House; it will be held at the East Grand Forks Library from 5:00 p.m. to 7:00 p.m. She added that she would also like to note that they do have a list of people that they reached out to for the Stakeholder meeting that will be held from 8:30 a.m. to 10:00 a.m. on November 3rd as well. She said that she would definitely open up to anyone that they may have missed for suggestions for anyone you think we should have on that list. She pointed out that the stakeholder meeting will also be held at the East Grand Forks Library as well.

Information only.

OTHER BUSINESS

- A. 2021/2022 Annual Work Program Project Update
- 1) Bike/Ped Plan Update – Kouba reported that we have been working on the Vision, Goals and Objectives, and Performance Measures for the Bicycle and Pedestrian Element to get it put together for input from the public. She said that we haven't set a time or date for a public meeting, but will get that information soon.
 - 2) Transit Development Plan Update – Kouba reported that we just finished the Public Input Period on the draft document and will begin the adoption process for the Cities and the MPO. She said that both cities will need to adopt it first and then the MPO can adopt it as well. She added that any help she can get from everyone as to when you need information from her to get this process going in November it would be appreciated.

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Brooks commented that for the Grand Forks side they need the information early next week.

Ellis said that for the East Grand Forks side they will need it between October 31st and November 1st, and with the TDP if you can, since they are having a November meeting, if you could present at least an overview of what the open house will be for the Street and Highway and the Bicycle and Pedestrian elements, thus covering all three items, and give everyone an opportunity to get and provide input, that would be helpful as well.

Kouba stated that if you have ordinances or resolutions that she needs to prepare, if you could send her a copy that would be helpful so she can get those done.

Information only.

B. MPO Updates

- 1) Safe Streets For All (SS4A) – Halford reported that the Safe Streets for All application has been submitted.
- 2) Bridge Update - Halford reported that she knows there has been conversations, but she would open it up to anyone else that may have any updates on any southern bridges, she knows that the counties have been having some conversations, so if anyone wants to fill in any gaps that would be helpful.

Kuharenko commented that he knows that the Selection Committee met, and at this point they are waiting on a Joint City Council meeting to move forward.
- 3) Programming Update Workgroup – Halford reported that there wasn't a meeting so there isn't an update on this item.
- 4) November TAC Agenda Items – Halford reported that this is an item that she is adding to the MPO Updates just to give you an idea of what you are going to see on the next month's agenda, to give you a heads up, it won't be giving you any details, just a highlight so the November Technical Advisory Committee agenda items they are looking at will probably include performance measures, a work program draft, and starting the adoption process for the Transit Development Plan.

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C. Agency Updates

- 1) City of Grand Forks – Kuharenko reported that on the Grand Forks side they are still working with the DOT and BNSF on getting a number of applications in on the 42nd Street Grade Separation. He said that one of them was due yesterday, one is due tomorrow, and the third is due in November, so they are making a lot of progress on getting those applications in and hopefully we will get the federal funding to get that underpass constructed.
- 2) NDDOT – Zacher reported that they held their MPO Director’s meeting last week and has some very good conversation. He said that it went about twice as long as he had been expecting it to go. He added that they used all of their time, which was pretty surprising. He said that he felt it went well.

Zacher commented that the NDDOT is still looking for their next Director, but he thinks the application period has closed so they should have one soon.

- 3) FHWA – Sperry reported that she agrees that the Director’s meeting went well and she enjoyed it. She asked what they thought of the format of the meeting, do you like how it is put out there. She said that she like the collaboration we had on different topics like what do you do with the clauses, have you had any issues in bringing up stuff like that, because she can get bogged down with day-to-day stuff, and then something comes up and you need to work on that and then other stuff comes up and then sometimes you forget, so she thought it went good and there were good discussions.

Sperry commented that, on a separate note, they have an opening in their office; with the anticipation of all of these non-traditional grant opportunities, like Safe Street For All; Fargo ended up receiving a planning grant for a bridge crossing, and then there are other opportunities where they are going to need to potentially look at the project from inception to construction, and based on the workloads for all of those different things they are estimating that North Dakota could receive up to \$26 non-traditional grants per funding year, which is a lot of work for a small office, so they are splitting her position into two, it will no longer be a joint planning and environment program manager it will be a separate planning and a separate environmental, and she decided she would keep the planning side, but it hasn’t been decided, thus they currently have a position open for an Environmental Specialist.

Halford said that, just to respond to the MPO Director’s meeting, she thought the conversation was really good, the format was good, and maybe the format was good because it allowed for a natural conversation and she felt like they could collaborate and there was good back and forth dialogue and she feels like everyone was able to be heard, so she doesn’t have any corrections at all and she looks forward to future meetings.

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- 4) MnDOT – Pierce reported that they, too, like everyone else have several position openings and things changing as well. She stated that as part of that she will be going on a part-time planner rotation, so that means that only half of her time will be available for MPOs. She said that she will be working on the Carbon Reduction Program the other half of her time. She commented that because of this change she may not be able to make all of these meetings starting November 15th of 2022 through November of 2023, but she will be available if you have any questions.

Pierce stated that if anyone has been working with has coordinated with Dani Walchuck, she had her baby yesterday, but she is moving to Aeronautics to be a Planning Coordinator there so they will be posting her position in the very near future as well. She added that they also have some leadership changes throughout the agency as well.

Pierce said that they have their MPO Director meeting November 3rd, and then there is AMPO coming up too so you will see her there as well.

Pierce commented that as part of the Carbon Reduction Program, be thinking, as jurisdictions, what projects may be eligible and that you might be able to start in the next TIP cycle, 2024-2025 because they are going to be looking to use those funds just specifically on the East Grand Forks side that might be already in the chute that you could use those funds on.

- 5) MnDOT-District 2 – Mason commented that he just wanted to mention, we were talking about those different solicitation going on at the Transportation Alternatives Program, that is sort of administered throughout the region, and MnDOT is helping with the PTP. He stated that they did see a fairly large increase in federal funds available for that program; their former target was \$400,000 now they are looking at \$1.12 million dollars so for communities in the East Grand Forks area interested in Transportation Alternatives program it could be a very good opportunity to secure some funding from that. He added that there has also been an increase in the STP funds that could go towards the four state-aid cities in the region. He said that the local federal funds are being distributed to the local agencies at MnDOT and they are still working on the process of distributing those funds so their hope is that when they receive their funding targets in December they will have a better idea on what the States portion of the additional federal funds will be.
- 6) November Technical Advisory Committee Meeting Date Change – Halford reported that because the November Elections will be going on at the same time as our regular November Technical Advisory Committee meeting so we will be just virtual.

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ADJOURNMENT

***MOVED BY BROOKS, SECONDED BY BERGMAN, TO ADJOURN THE OCTOBER 12TH,
2022 MEETING OF THE TECHNICAL ADVISORY COMMITTEE AT 2:23 P.M.***

MOTION CARRIED UNANIMOUSLY.

Respectfully submitted by,

Peggy McNelis, Office Manager