

**SAINT CLOUD AREA PLANNING ORGANIZATION POLICY BOARD**  
**Thursday, April 10, 2025 – 4:30 PM**

A regular meeting of the Saint Cloud Area Planning Organization Policy Board was held on Thursday, March 13, 2025, at 4:30 p.m. Chair Jared Gapinski presided with the following members present:

|                     |   |
|---------------------|---|
| Mayor Jake Anderson | City of Saint Cloud                               |
| Mark Johnson        | City of Saint Cloud (Alternate for Mike Conway)   |
| Scott Brodeen       | City of Saint Cloud                               |
| Tim Elness          | City of Sartell                                   |
| Dottie Seamans      | City of Sauk Rapids                               |
| Frank Theisen       | City of Waite Park                                |
| Michael Kedrowski   | Metro Bus (Alternate for Ryan Daniel)             |
| Kevin Kluesner      | City of St. Joseph (Alternate for Adam Scepaniak) |
| Joe Perske          | Stearns County                                    |
| Raeanne Danielowski | Sherburne County                                  |
| Jeff Westerlund     | Le Sauk Township                                  |

Also in attendance were:

|                |                                      |
|----------------|--------------------------------------|
| Brian Gibson   | Saint Cloud APO                      |
| Vicki Johnson  | Saint Cloud APO                      |
| Alex McKenzie  | Saint Cloud APO                      |
| Trina Ness     | Saint Cloud APO                      |
| Lynn Waytashek | Sherburne County P & Z Administrator |
| Janel Bitzan   | Bergan KTV                           |
| Fay Simer      | MnDOT Corridor Planning Director     |
| Kari Watkins   | Haven Township Supervisor            |
| Anne Buckvold  | Citizen                              |

**1. PLEDGE OF ALLEGIANCE**

**2. INTRODUCTIONS**

**3. APPROVAL OF AGENDA:**

***Mr. Anderson made a motion to approve the agenda. Ms. Seamans seconded the motion. Motion carried.***

**4. PUBLIC COMMENT PERIOD:**

Ms. Buckvold spoke briefly regarding bringing and improving rail to the St. Cloud region. She is an advocate for bringing NorthStar and Amtrak rail to Saint Cloud, however with the legislature canceling funding for NorthStar the focus is solely on Amtrack at this time. She extended an invitation to a public meeting regarding this on Saturday, April 26, 2025, at 10:00 a.m. at Salem Lutheran Church, 90 Riverside Drive SE, St. Cloud, MN 56304. She anticipates local legislators to be present at this meeting.

**5. CONSIDERATION OF CONSENT AGENDA ITEMS:**

- a. Approve Minutes of March 13, 2025, Policy Board Meeting
- b. Approve March Bills Lists
- c. Approve Publication of the Stakeholder Engagement Plan Annual Report (SEPAR)
- d. Receive Staff Report of March 27, 2025, Meeting of the Technical Advisory Committee

***Mr. Theisen made a motion to approve the consent agenda items. Ms. Danielowski seconded the motion. Motion carried.***

## **6. RECEIVE INFORMATION ON THE PROPOSED HOLCIM GRAVEL PIT**

Ms. Waytashek started by stating that this process does not involve any approval for the proposed gravel mine operation but determines what environmental issues need to be evaluated to aid in future review of the proposed mining project.

She reviewed relevant terms and definitions:

- EQB: Environmental Quality Board
- EIS: Environmental Impact Statement
- EAW: Environmental Assessment Worksheet
- RGU: Responsible Government Unit (Sherburne County)

Ms. Waytashek presented the project information stating that Holcim MWR Inc. is seeking an EIS regarding 12 parcels encompassing 683 acres for 9B Nonmetallic mineral mining located north and south of CR 65, and east of CSAH 8 and west of US Hwy 10. Due to the size of the proposed project a mandatory EIS is required per Mn Rule 4410.4400, Subpart 9B Nonmetallic mineral mining.

Holcim is proposing mining in 5-Phases, 24 hour per day operations over the course of 20-25 years dependent on market demand. Ms. Waytashek explained the purpose of an EIS, and the EIS preparation and review process steps. She reviewed the EIS timeline, stakeholder engagement meetings, resource evaluation scale, and the final scoping decision letter grades given by the county.

Ms. Waytashek stated that they are seeking members of the stakeholder engagement groups to choose a representative to commit to a subcommittee that will attend meetings and give input on behalf of the group. Mr. Perske agreed to be the representative from the St. Cloud Area Planning Organization Policy Board.

## **7. RECEIVE 2024 FINANCIAL AUDIT RESULTS**

Ms. Bitzan reviewed Bergan KDV's Independent Auditor's Report supplying the Opinion on the Basic Financial Statements, using Government Auditing Standards, which showed no material weaknesses or significant deficiencies and no compliance issues or other matters. They also stated there were no findings for the Report on Minnesota Legal Compliance.

Ms. Bitzan proceeded to explain the Statement of Revenues, Expenses and Changes in Net Position:

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|   | 2024       | 2023       |
|---|------------|------------|
| <b>Operating Revenues</b>               |            |            |
| Member assessments                      | \$ 150,116 | \$ 159,681 |
| Consolidated planning grant             | 674,340    | 662,741    |
| Minnesota Department of Transportation  | 61,520     | 62,819     |
| Washington lobbyist assessments         | 45,600     | 48,000     |
| Safe streets and roads for all          | 70,743     | -          |
| Other revenues                          | 12,898     | 10,750     |
| Total operating revenues                | 1,015,217  | 943,991    |
| <b>Operating Expenses</b>               |            |            |
| Salaries                                | 452,711    | 395,036    |
| Employee benefits                       | 130,553    | 125,318    |
| Office supplies                         | 1,675      | 1,656      |
| Insurance                               | 7,395      | 7,100      |
| Accounting and audit fees               | 71,301     | 48,603     |
| Legal fees                              | 235        | -          |
| Consulting                              | -          | 1,139      |
| Telephone                               | 2,904      | 2,660      |
| Internet                                | 2,200      | 2,865      |
| Postage                                 | 224        | 267        |
| Travel                                  | 11,088     | 6,755      |
| Printing                                | 2,434      | 1,875      |
| Utilities                               | 12,777     | 12,527     |
| Equipment, supplies and maintenance     | 43,535     | 26,843     |
| Dues                                    | 6,425      | 3,096      |
| Depreciation                            | 11,544     | 10,803     |
| Professional development                | 3,901      | 2,262      |
| Washington lobbyist                     | 48,000     | 48,000     |
| Project expenses                        | 231,108    | 265,489    |
| Other expense                           | 233        | 311        |
| Total operating expenses                | 1,040,243  | 962,605    |
| Operating income (loss)                 | (25,026)   | (18,614)   |
| <b>Nonoperating Revenues (Expenses)</b> |            |            |
| Interest income                         | 14,212     | 15,399     |
| Change in net position                  | (10,814)   | (3,215)    |
| <b>Fund Balances</b>                    |            |            |
| Beginning of year                       | 631,408    | 634,623    |
| End of year                             | \$ 620,594 | \$ 631,408 |

## 8. RECEIVE INFORMATION ON MNDOT'S CORRIDOR PLANNING EFFORT

Ms. Simer gave an overview of MnDOT's Corridor Planning effort stating it is a strategic and thorough approach to analyzing and designing transportation systems in a specific area. It centers statewide transportation goals in developing and advancing the transportation system. MnDOT's initiative is funding 8 additional planning staff (one per district), \$1M dedicated to corridor planning, and will be requesting an increase from the legislature. Districts may fund additional plans through other sources. The agency's goal is to generate all districts' major projects from a corridor plan. MnDOT's developed two new tools to assist in the planning process, a guidebook, and a planning prioritization process guide.

|                         | Corridor Planning Guidebook   | Corridor Planning Prioritization Process  |
|-------------------------|---|---|
| <b>Purpose</b>          | Describe <b>how</b> to prepare a corridor plan  | • Identify <b>where</b> to prepare a corridor plan  |
| <b>Intended Outcome</b> | <ul style="list-style-type: none"> <li>• Consistent evaluations</li> <li>• Guide planning process and content</li> <li>• Help implement Prioritization Process</li> </ul> | <ul style="list-style-type: none"> <li>• Elevate state transportation goals in project planning</li> <li>• Establish priorities for planning efforts consistent with state goals</li> </ul> |
| <b>Applicability</b>    | • State highways (MnDOT or local partner lead)  | • State highways  |
| <b>Final Product</b>    | <ul style="list-style-type: none"> <li>• <b>Corridor Planning Guidebook</b> for use by a range of practitioners statewide</li> <li>• Training materials</li> </ul>        | • <b>Corridor Planning Prioritization</b> methodology and scoring for prioritizing highway corridors for planning   |

Ms. Simer stated the goal in focusing on corridor planning is:

- To strengthen the link between the state's transportation goals and MnDOT's statewide plans and project investments.
- To help MnDOT prioritize resources in locations with the greatest opportunity to advance state transportation goals.
- To help MnDOT and local partners identify transportation goals and community priorities in advance of future projects and funding opportunities.
- To create an opportunity for a proactive partnership between MnDOT and locals. (Community and partner engagement improves plan outcomes and increases community support for resulting improvements.)
- To streamline project delivery by identifying transportation goals and community priorities well before project scopes and budgets are set.

Project Development and Visioning are the two corridor planning concepts:

Project Development:

- Area of focus tied to pavement/bridge project need programmed in the CHIP.
- Part of current agency practice.
- Opportunities to expand and enhance this practice (Opportunities for more consistent consideration of SMTP objectives.)

Visioning:

- What does this road want to be when it grows up?
- How can corridor continuity be achieved across regional boundaries?
- How should MnDOT respond to one local's priority over another?
- How to coordinate local systems with state highway systems?

Ms. Simer reviewed scoring/weighting and the engagement structure. She also reviewed the timeline for the Corridor Planning Guidebook and Corridor Planning Prioritization Process, development should be winding down in the Fall of 2025.

## 9. CONSIDER CHANGES TO THE ROADWAY FUNCTIONAL CLASSIFICATION SYSTEM

APO Executive Director Brian Gibson presented a slate of roadways for the Policy Board to consider adjusting the existing functional classification. Those corridors include:

- Stearns County CSAH 7 from I-94 to CSAH 44.
- Stearns County CSAH 4 from CSAH 2 to CSAH 133.
- Waite Pak 28th Avenue S from CSAH 75 to MN 23.
- Stearns County CSAH 134 from CSAH 4 to CSAH 75
- Stearns County Road 134 from Minnesota Street to CSAH 134.
- Saint Joseph Minnesota Street from County Road 134 to CSAH 2.
- Waite Park Second Avenue S/Graniteview Road from Seventh Street S/CSAH 137 to 33rd Street S/CSAH 84.
- Stearns County CSAH 138 from 28th Avenue S to County Road 121.
- Waite Park Second Avenue N/S from CSAH 81 to MN 23.
- Saint Cloud and Townships 322nd Street from CSAH 4 to CSAH 133.
- Sartell Le Sauk Drive/Dehler Drive from CSAH 1 to Leander Avenue.
- Sartell Scout Drive from Leander Avenue to Pinecone Road S.
- Townships Townline Road from CSAH 4 to CSAH 5.
- Stearns County CSAH 82 from 235th Street to MN 23.
- Saint Cloud 15th Street N from Sixth Avenue N to Ninth Avenue N.
- Sherburne County CSAH 3 from CSAH 20 to US 10
- Sartell Second Street N from Second Avenue N to Riverside Drive/CSAH 1.
- Sartell 35th Street N from Pinecone Road N to Townline Road.
- Sartell Pinecone Road N from 35th Street N to 27th Street N.

## FHWA Guidelines

| Facility Type                   | Existing Mileage* | %           | FHWA Guidelines | Proposed Changes | Mileage After Changes | % After Changes | Meets FHWA Guidelines |
|---------------------------------|-------------------|-------------|-----------------|------------------|-----------------------|-----------------|-----------------------|
| Local                           | 891.63            | 67.5%       | 62%-74%         | -6.07            | 885.5                 | 67.0%           | Yes                   |
| Minor Collector                 | 59.01             | 4.5%        | 3%-16%          | -17.31           | 41.7                  | 3.2%            | Yes                   |
| Major Collector                 | 162.92            | 12.3%       | 3%-16%          | 13.88            | 176.74                | 13.4%           | Yes                   |
| Minor Arterial                  | 115.08            | 8.7%        | 7%-14%          | 9.56             | 124.64                | 9.4%            | Yes                   |
| Principal Arterial – Other      | 74.18             | 5.6%        | 4%-9%           | 0                | 74.18                 | 5.6%            | Yes                   |
| Principal Arterial – Interstate | 18.52             | 1.4%        | 1%-3%           | 0                | 18.52                 | 1.4%            | Yes                   |
| <b>Total</b>                    | <b>1,321.3</b>    | <b>100%</b> |                 | <b>0</b>         | <b>1,321.3</b>        | <b>100%</b>     |                       |

\* Includes recent Heatherwood Road change

***Mr. Anderson made a motion to approve of the changes to the Functional Classification System as recommended by the TAC. Mr. Elness seconded the motion. Motion carried.***

**10. OTHER BUSINESS & ANNOUNCEMENT**

Mr. Perske confirmed that as the representative to the committee regarding the Sherburne County Gravel Mining proposal, he would be representing and speaking on behalf of the Policy Board. The Policy Board stated that he would be representing the Policy Board.

**11. ADJOURNMENT:**

**Mr. Westerlund made a motion to adjourn the meeting. Mr. Anderson seconded the motion. Motion carried.**

Mr. Gapinski adjourned the meeting at 6:06 p.m.