

SAINT CLOUD AREA PLANNING ORGANIZATION POLICY BOARD
Thursday, January 9, 2020 – 4:30 p.m.
Great River Regional Library, St. Cloud, MN

A regular meeting of the Saint Cloud Area Planning Organization Policy Board was held on Thursday, January 9, 2020 at 4:30 p.m. at the Great River Regional Library. Chair Jeff Westerlund presided with the following members present:

Mayor Dave Kleis	Saint Cloud
Council Member Paul Brandmire	Saint Cloud
Council Member Tim Elness (Alt)	Sartell
Council Member Frank Theisen (Alt)	Waite Park
Supervisor Jeff Westerlund	LeSauk Township
Commissioner Spencer Buerkle (Alt)	Benton County
Commissioner Leigh Lenzmeier (Alt)	Stearns County
Commissioner Raeanne Danielowski	Sherburne County
Doug Diedrichsen (Alt)	Metro Bus
Brian Gibson, Exec Director	Saint Cloud APO
Dorothy Sweet	Saint Cloud APO
Vicki Johnson	Saint Cloud APO
Alex McKenzie	Saint Cloud APO
Bill Towle	Airport Director & Guest Speaker
Steve Foss	Citizen
Kurt Franke	Citizen

The Pledge of Allegiance was recited, and Introductions were made.

APPROVAL OF AGENDA:

Commissioner Danielowski motioned, and Mr. Brandmire seconded to approve the agenda. Motion carried.

PUBLIC COMMENT PERIOD: No comments were made.

CONSIDERATION OF CONSENT AGENDA ITEMS (Approval of October 2019 Policy Board Meeting minutes, Approval of Bills for October, November, December, and January, Approval of Annual Resolutions, Receive Declaration of Gifts and Receive Board Attendance Record for CY 2019):

Mr. Theisen motioned to approve the Consent agenda items, and Mr. Burkle seconded the motion. Motion carried.

ELECTION OF OFFICERS FOR 2020:

Mr. Gibson announced that while the officer terms are for one year, all current officers are eligible to spend another year in their office. Mr. Westerlund stated that while he enjoyed his term as Chair, he was willing to allow someone else to have that opportunity. Mr. Theisen motioned and Mr. Lenzmeier seconded to re-elect the slate of officers and keep all officers in their current positions for another year. Mr. Brandmire noted that only one of the current 4 officers was present at the meeting, and felt this decision should be made when all officers are present. Therefore, he moved to postpone the election until next month. No one seconded Mr. Brandmire's motion. Mayor Kleis said that in the past the officers typically moved up one position, and a new member was elected to fill in the vacancy left by everyone moving up one position,. Mayor Kleis then seconded Mr. Brandmire's motion to table this item. It was noted

that the board needed to vote again to either keep the current officers for another year or to table the motion. Mr. Gibson noted that although Mayor Miller was not present at the meeting, Mayor Miller did state via email that he was willing to accept the Chair position if the Policy Board requested. The members then continued discussions about past practices for election of officers. **Another motion was made by Commissioner Danielowski to move the officers up one position. (Miller to Chair, Goerger to 1st Vice Chair, Perske to 2nd Vice Chair, nominate someone for 3rd Vice Chair). Mr. Theisen then amended the motion to delay this until February. Mr. Brandmire seconded the amendment to wait until February to finalize the officers. Motion passed with two opposed (Lenzmier/Burkle). Mayor Kleis requested that APO staff research who has served as an officer of the APO in the past. The Board wanted to ensure that representation as an APO officer was spread fairly and evenly among the jurisdictions. APO staff will provide that information at the February 13th Policy Board meeting and expects that at that time the Board will elect a member to serve as 3rd Vice-Chair.** Mr. Westerlund continued to run the meeting.

PRESENTATION – OVERVIEW OF AIRPORT PLANNING:

Mr. Bill Towle, Airport Director, gave an informative PowerPoint presentation about the St. Cloud Airport. Mr. Towle spoke about the following topics:

Overview of Saint Cloud Airport	City Owned, 1,400 acres, 2 Runways, 2 Precision landing systems, 30,000 operations/yr, 92 based aircraft, operating air traffic control tower.
Commercial Service Use	Allegiant Airline to Punta Gorda and Phoenix/Mesa and Sun Country charters to Laughlin.
General Aviation Use	Corporate, Training, Personal, Medical, Public Use, Government, Maintenance, Agricultural
Federal Funding	FAA is funded through User Fee System/Passenger, Fuel, and Cargo fees go to Aviation Trust Funds
How FAA Distributes Federal Funding	Entitlement, State Apportionment, Discretionary, Passenger Facility Charges Authorization
State Funding	Similar to FAA. Fuel Tax, Aircraft Registration, Flight line Property Tax
How State Funding is Spent	NPIAS Airports, Typically 80/20, Priority System for Projects.
Construction (Capital) Budget	Federal 90/10, State 70/30, Local: Sales Tax & Passenger Facilities Charges
Projects 2000-2018	-Runway/Taxiway Lengthen & Reconstruction \$21 Million -ATCT, Snow Removal Equip, Bldg Expand, Fencing \$6 Million -Master Plan, Water Utilities, Terminal Expansion, Passenger Boarding Bridge \$9 Million -Runway Guard Lights, WHA, Crosswind Runway Reconstruct \$3 Million -Snow Removal Equip, Runway Extension \$5 Million -T Hangar Pavement Reconstruct, GA Development Phase I \$4.3 Million
Possible Future Projects	Extend Crosswind Runway to 4,000 feet Complete Optimization Study with GSDC Pave the Temporary Gravel Lots Plan to deal with Overflow Parking

Mr. Gibson said developing the airport into a Regional Air Hub has been on the Policy Board’s list of Regional Transportation Priorities.

CONSIDER AMENDMENT TO PERSONNEL POLICIES:

Mr. Gibson reported that he reviewed a 2018 AMPO Survey of pay ranges as well as DEED data. Three of the APO's positions were not in keeping with the AMPO's survey and DEED data, and adjustments are being recommended. Mr. Gibson also noted that employees who left the APO in 2018 and 2019 went to organizations that offered 100% coverage of their health insurance premiums. He also said that employees have been requesting the APO provide short-term disability. The recommended changes, in order to stay competitive, add up to \$15,200 annually and would come from the consultant budget. There will be no impact on jurisdictional assessments. Mr. Gibson asked the board members to approve the following amendments to the current Personnel Policy.

- Exec Director pay: Keep the current range, which matches national average, but add "Salary for the Executive Director is established solely by the Policy Board. The salary range and steps for the Executive Director shown in the tables.....are provided as market-based guidance to help inform salary decisions, but need not be followed."
- Separate Executive Director Salary from Incentive Pay.
- Adjust Senior Transportation Planner Pay Range to \$56,580 to \$85,462
- Adjust Associate Planner Pay Range to \$46,046 to \$69,212
- Adjust Admin Asst Pay range to \$15.81 to \$24.36
- Add Short Term Disability Insurance coverage up to six months as part of the APO's benefit package
- Cover 100-percent of Insurance Costs for Employees

Mayor Kleis motioned to approve the changes to the Personnel Policy, and Council Member Theisen seconded the motion. Motion carried.

DISCUSS REGIONAL TRANSPORTATION PRIORITIES FOR 2020:

Mr. Gibson announced that he will be starting to update the Regional Priorities Booklet they take to Washington DC later on in the spring. The handout included in the agenda packet is based heavily on the 2019 booklet.

- Connect Northstar Commuter Rail to Saint Cloud
- Widen I-94 Between Albertville and Monticello
- Urban Beltline Arterial
- Develop the Saint Cloud Regional Airport into a Regional Air Hub
- Transportation Earmarks
- Other Unfunded Transportation Needs
- Stearns County Road 134: Expand to 4-lanes from Sauk River Bridge to Pinecone
- Benton County CSAH 29: Construct a New Alignment to Connect Existing Highways
- Build Pedestrian Crossing of CSAH 75 in Saint Joseph
- Lake Wobegon Trail & Beaver Island Trail Connection
- Stearns CSAH 133 Connection from Theisen Road to 19th
- Sherburne County CSAH 7: Realign Roadway
- Scout/Dehler Drive Connection in Sartell
- Connect Heatherwood Road to Franklin Rd & Extend Beaver Island Trail
- Field Street in Saint Joseph

Mr. Gibson announced that the only change in this booklet was the addition of the Scout/Dehler Drive connection, which Sartell feels is a bigger priority now. The board members discussed whether it was better to have all the projects listed or just the top three. They also discussed the importance or usefulness of having a lobbyist. Opinions ranged from "it's a waste of money" to the importance of having a lobbyist to set up appointments and connections with congressional staff during our trips to Washington DC. Another member said other lobbyist

firms would charge much more. Mr. Gibson said he tries to prioritize the projects listed—what would have the greatest impact on our region. Questions were raised about the Northstar study. The Senior Planner agreed to check into the study and get back to the board members. No additions to the priorities list were suggested. Mr. Gibson said he would bring the results of the TAC discussion back to the board before finalizing the booklet.

OTHER BUSINESS:

Mr. Lenzmeier shared that there is much interest in and a huge demand for hangar space at the Airport. He also said he was attending the Policy Board meeting for Mr. Perske, who recently had surgery.

Mr. Gibson announced the departure of Alison Voigt who left in November. The APO staff is currently interviewing candidates.

ADJOURNMENT:

Mayor Kleis motioned to adjourn and Council Member Danielowski seconded the motion. Motion carried. Meeting was adjourned at 5:49 p.m.
