

SAINT CLOUD AREA PLANNING ORGANIZATION POLICY BOARD
Thursday, March 11, 2021 – 4:30 p.m.

A regular meeting of the Saint Cloud Area Planning Organization Policy Board was held on Thursday, March 11th at 4:30 p.m. APO Chair Joe Perske presided with the following members participating via the Zoom app or telephone access:

Commissioner Joe Perske	Stearns County
Mayor Rick Miller	City of Waite Park
Commissioner Raeanne Danielowski	Sherburne County
Ryan Daniel, CEO	Metro Bus
Mayor Dave Kleis	City of Saint Cloud
Paul Brandmire	City of Saint Cloud
Tim Eness	City of Sartell
Jeff Goerger	City of Saint Cloud
Commissioner Beth Schlangen	Benton County
Mayor Rick Schultz	City of Saint Joseph

Also in attendance were:

Jared Gapinski	Benton County (alternate)
Kevin Kluesner	City of Saint Joseph (alternate)
Brian Gibson, Exec Director	Saint Cloud APO
Amber Blattner	Saint Cloud APO
Vicki Johnson	Saint Cloud APO
Alex McKenzie	Saint Cloud APO
Fred Sandal	Saint Cloud APO

APPROVAL OF AGENDA:

Mr. Goerger motioned to approve the agenda, and Mr. Brandmire seconded the motion. Roll Call Vote: Miller-yes; Danielowski-yes; Daniel-yes; Schlangen – yes; Brandmire-yes; Perske-yes; Kleis-yes; Goerger – yes; Schultz – yes; Eness – yes; Motion Passed.

PUBLIC COMMENT PERIOD: No members of the public were in attendance.

CONSIDERATION OF CONSENT AGENDA ITEMS:

- a. Approve Minutes of February 11, 2021 Policy Board Meeting (*Attachment A*)
- b. Approve Actual Bills List for February and Anticipated Bills for March (*Attachments B1 – B2*)
- c. Approve Purchase of Bicycle-Pedestrian Counter (*Attachment C*)
- d. Approve Contract for Regional Household Travel Survey (*Attachment D*)
- e. Approve Transportation Improvement Program Administrative Modification (*Attachment E*)
- f. Receive Staff Report

Mr. Perske requested a motion to approve consent agenda items. Mr. Schultz moved to approve items a, b, e, f and would like further discussion on items c and d.

Mr. Schultz motioned to approve consent agenda items a, b, e, f, and Mr. Klies seconded the motion. Roll Call Vote: Miller-yes; Danielowski-yes; Daniel-yes; Schlangen – yes; Brandmire-yes; Perske-yes; Kleis-yes; Goerger – yes; Schultz – yes; Elness – yes; Motion Passed.

Regarding items c and d Mr. Schultz asked how the data was collected, who has access to the data, where is it stored and how is it maintained? Mr. Gibson said data from the bike-pedestrian counter is collected by Mr. McKenzie and kept on his computer. The data is available to anyone and anyone may request a count for a specific location. Mr. Gibson said in terms of the household travel survey the consultant will collect the data, anonymize it, and then provide the APO with a data set that cannot be traced back to a particular individual so that data is kept private.

Mr. Schultz motioned to approve consent agenda items c and d and Mr. Klies seconded the motion. Roll Call Vote: Miller-yes; Danielowski-yes; Daniel-yes; Schlangen – yes; Brandmire-yes; Perske-yes; Kleis-yes; Goerger – yes; Schultz – yes; Elness – yes; Motion Passed.

Consider Active Transportation Plan Goals and Objectives

Mr. Gibson presented on the goals, vision statement, and objectives for the first regional active transportation plan. This plan is focused on bicycle and pedestrians. APO staff has worked with the Active Transportation Advisory Committee (ATAC) and members of the community to develop these goals, vision statement, and objectives. Next steps for the plan include identifying the needs and completing a draft for Policy Board review later this year. On Feb. 25 the Technical Advisory Committee (TAC) met and voted unanimously to recommend approval of the ATP vision statement, goals, and objectives. Mr. Gibson requested approval from the Policy Board. Mr. Perske asked if there needs to be anything added regarding economy or workforce to include the commercial aspect. Mr. Gibson noted that goal 2 addresses transportation to destinations including large employers, schools, and grocery stores.

Mr. Goerger motioned to approve the ATP goals, vision statement, and objectives and Mr. Schultz seconded the motion. Roll Call Vote: Miller-yes; Danielowski-yes; Daniel-yes; Schlangen – yes; Brandmire-yes; Perske-yes; Kleis-yes; Goerger – yes; Schultz – yes; Elness – yes; Motion Passed.

Consider Changes to APO Procurement Policies

Mr. Gibson noted that because the APO receives federal funding there are rules in place on how the Federal Grant Funds can be spent. In late 2020 there was a significant amendment to Federal grant management regulations that aims to

reduce administrative burden and the risk of waste, fraud, and abuse while delivering better performance on behalf of the American people. Mr. Gibson presented on changes the APO made to the procurement policies. He said the most significant changes were the thresholds for specific procurement methods. For example, the Micro Purchase method used to have a limit of \$3,500. Now, the threshold has been increased to \$10,000 – but can be further increased to \$50,000 if the non-Federal entity has sufficient accounting controls in place. Ms. Danielowski noted that she appreciated Mr. Gibson’s approach to using conservative amounts in recommending procurement thresholds for the APO. Mr. Schultz asked if the auditors should review this. Mr. Gibson said he has sent a copy to the auditor and they agreed the thresholds are appropriate based on the APOs accounting and record keeping processes. Mr. Klies clarified that the APO can only spend what they budget.

Mr. Klies motioned to approve the changes to the APO Procurement Policies and Ms. Danielowski seconded the motion. Roll Call Vote: Miller-yes; Danielowski-yes; Daniel-yes; Schlangen – yes; Brandmire-yes; Perske-yes; Kleis-yes; Goerger – yes; Schultz – yes; Elness – yes; Motion Passed.

Introduction to the APO

Mr. Gibson provided a summary of the Saint Cloud Area Planning Organization. The APO (Area Planning Organization) is an MPO (Metropolitan Planning Organization). The Policy Board is the APO, the only decision-making entity for the Saint Cloud Area Planning Organization. The advisory body for the Policy Board is the Technical Advisory Committee (TAC). The primary products of the APO are the Metropolitan Transportation Plan (MTP), Transportation Improvement Program (TIP), and the Unified Planning Work Program (UPWP). Mr. Perske asked why Rockville and Saint Augusta have chosen not to be members. Mr. Gibson said they can join if they want but because they are small, they would not see many benefits from federal funding.

OTHER BUSINESS & ANNOUNCEMENTS:

Mr. Gibson noted they are tentatively planning a trip to DC in the fall and the regional priority briefing booklet will be ready early fall. Mr. Perske asked about the comfort level of getting back together regarding Covid and meeting in person for future meetings. Mr. Kleis said when the vaccine is available everywhere that the board would be able to meet in person. Ms. Danielowski agrees with Mr. Klies. Mr. Schultz noted the executive order that states two households, maximum of ten people is still in effect. Ms. Danielowski suggested hybrid meetings. Mr. Perske noted that we will continue to meet via Zoom in April. Ms. Danielowski noted an email she received in regard to legislation at the capitol and an entity looking for funding. Ms. Danielowski will send the email to Mr. Gibson for further review.

ADJOURNMENT:

The meeting was adjourned at 5:40p.m.