

**SAINT CLOUD AREA PLANNING ORGANIZATION POLICY BOARD**  
**Thursday, September 9, 2021 – 4:30 p.m.**

A regular meeting of the Saint Cloud Area Planning Organization Policy Board was held on Thursday, September 12 at 4:30 p.m. APO Chair Joe Perske presided with the following members:

Joe Perske	Stearns County
Frank Theisen	City of Waite Park
Raeanne Danielowski	Sherburne County
Dottie Seamans	City of Sauk Rapids
Carol Lewis	City of Saint Cloud
Rick Schultz	City of Saint Joseph
Jeff Westerlund	LeSauk Township
Dave Kleis	City of Saint Cloud
Jeff Goerger	City of Saint Cloud
Jared Gapinski	Benton County
Ryan Daniel	Metro Bus
Tim Elness	City of Sartell

Also in attendance were:

Brian Gibson	Saint Cloud APO
Amber Blattner	Saint Cloud APO
Vicki Johnson	Saint Cloud APO
Alex McKenzie	Saint Cloud APO
Fred Sandal	Saint Cloud APO

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF AGENDA:**

***Mr. Goerger motioned to approve the agenda, and Mr. Theisen seconded the motion. Motion carried.***

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

**CONSIDERATION OF CONSENT AGENDA ITEMS:**

- a. Approve Minutes of August 12, 2021 Policy Board Meeting
- b. Approve Bills Lists
- c. Consider 2022 Regional Safety Targets
- d. Receive Staff Report of August 26, 2021 Meeting of the Technical Advisory Committee

***Mr. Gapinski motioned to approve the consent agenda, and Ms. Seamans seconded the motion. Motion carried.***

### **Consider 2022-2025 Transportation Improvement Plan**

Ms. Johnson summarized the status of the APO Transportation Improvement Plan (TIP). At the June 10, 2021, APO Policy Board meeting, Policy Board members voted to release the draft FY 2022-2025 TIP out for a 30-day public comment period that concluded on August 13, 2021. APO staff received 27 responses to the 11 online surveys. The number of responses is down from last year. The APO's Technical Advisory Committee (TAC) met on August 26, 2021 to recommend Policy Board approval of the final draft of the TIP. With approval by the Board, APO staff will submit the final version of the TIP to MnDOT to be incorporated into the State Transportation Improvement Program (STIP). From there, the STIP will need to be approved by Federal Highway and Federal Transit Administrations.

***Mr. Goerger motioned to approve the TIP. Mr. Schultz seconded the motion. Motion carried.***

### **Consider Process to Rank Highway Safety Improvement Program (HSIP) Projects in 2021**

Ms. Johnson summarized the change to the solicitation process for HSIP projects. MnDOT's Office of Traffic Engineering (OTE) has altered the solicitation process to further involve Metropolitan Planning Organizations (MPOs) in the project selection process. On August 20, 2021 APO staff reached out to the three county engineers to ask if they were planning on submitting any HSIP projects within the APO's planning area. Two of the three indicated their intent to do so. With this information, APO staff – working closely with MnDOT's MPO coordinator, Anna Pierce came up with three possible solutions to address the need to prioritize HSIP projects: 1. APO staff would internally rank and prioritize all HSIP projects that fall within the planning boundaries. 2. APO staff could decide to provide all submitted projects with the same ranking/prioritization. 3. APO staff could call another meeting of the TAC and Policy Board to review the submitted projects and finalize a ranking/prioritization.

At the August 26, 2021 TAC meeting, TAC representatives recommended a meeting of the TAC in September (Sept. 30) and Policy Board (Oct. 14) to provide each respective entity the opportunity to review, prioritize, and rank proposed HSIP applications that will have an impact on the APO's planning area. Mr. Gibson clarified that the TAC would rank the projects and their decision would be brought to the Policy Board. Mr. Perske asked about details on the funding. Ms. Johnson clarified that each project is capped at \$500,000. Mr. Perske would like to see the funding maximized, prioritizing a project that costs the most. Mr. Kleis clarified that the projects need to be approved on the federal level and it is best the TAC make recommendations before it reaches the Policy Board for approval.

***Mr. Kleis motioned to approve the third choice – another meeting of the TAC and Board to review and finalize project rankings - for the HSIP selection process. Mr. Goerger seconded the motion. Motion carried.***

### **Discuss Regional Active Transportation Plan (ATP) City and Regional Profiles**

Mr. Gibson clarified when the MTP was being put together the Policy Board reviewed the list of priorities and decided that the list was not accurate. To avoid a situation

like this Mr. Sandal will present on where the APO is at with the ATP for you to be able to provide comments through the end of the year.

Mr. Sandal provided a summary of where the APO staff is at with the ATP draft. APO staff wanted to provide the attached draft information as a check-in with Policy Board members before they begin to develop the draft document for public release.

City profiles provide analysis of focus areas within Sauk Rapids, Sartell, Saint Joseph, Waite Park, and Saint Cloud along with recommendations to address areas of need. The first phase is assessing the needs within the individual cities. The plan is not addressing all active transportation needs, but the intent is to address the areas that have the most needs within the MPA. Between September and December, the APO staff will complete the ATP draft. In February 2022 the TAC will review the draft, in March 2022 the Policy Board will review, and then it will go out for public comment.

Mr. Goerger commented that the material was extensive and is wondering where all the data came from. Mr. Sandal received estimates from the 2018 census to get the information for this plan. Ms. Seamans asked if the municipalities have reviewed the profiles and if they believe the information to be accurate. Mr. Sandal said there were meetings with the city planners and engineers to review this information. Mr. Gibson added that when a potential project touched county right-of-way the information was also sent to the county engineers for their review. Mr. Perske asked if a certain amount of sales-tax dollars were allocated for trails regionally. Mr. Schultz thought each jurisdiction set their own. Mr. Kleis clarified that the regional project got the most and then the local projects got funded. Mr. Perske noted that the Beaver Island Trail is in the running for a grant to complete the trail to Warner Lake. Mr. Kleis added Heatherwood road is a part of the trail and St. Cloud is doing a bonding request to complete that project. Mr. Gibson encouraged board members to review the draft and let APO know if they have any edits.

### **Present Results of Executive Director Performance Evaluation**

Mr. Perske summarized Mr. Gibson's annual performance review. Mr. Gibson received high scores from the APO staff and APO Policy Board members.

*After an executive session it was approved to move Mr. Gibson to step 9 on the pay scale.*

### **OTHER BUSINESS & ANNOUNCEMENTS:**

Mr. Daniel asked for clarification on when the trip to DC will take place. Mr. Gibson clarified that the trip has been delayed and would take place Monday to Thursday (Oct. 18-21).

Mr. Westerlund commented on the large turnout by Board members and Mr. Perske agrees it is nice to see every jurisdiction have representation at the meeting.

### **ADJOURNMENT:**

The meeting was adjourned at 5:20 p.m.