

## AGENDA

### APO POLICY BOARD MEETING

**THURSDAY, JANUARY 8, 2026 - 4:30 P.M.**  
**GREAT RIVER REGIONAL LIBRARY – BREMER ROOM**  
**1300 W. ST. GERMAIN ST., ST. CLOUD, MN 56301**

1. Pledge of Allegiance
2. Introductions
3. Approval of Agenda
4. Public Comment Period
5. Approve Consent Agenda Items (*Attachments A – X*)
  - a. Approve Minutes of December 11, 2025, Policy Board Meeting (*Attachment A*)
  - b. Approve December Bills List (*Attachment B*)
  - c. Approve Annual Resolution on Investment Procedures (*Attachment C*)
  - d. Approve Annual Resolution on Paying Certain Claims (*Attachment D*)
  - e. Approve Annual Resolution on Designation of Official Newspaper (*Attachment E*)
  - f. Approve Resolution Supporting Passenger Rail (*Attachment F*)
  - g. Receive Report on 2025 Policy Board Attendance (*Attachment G*)
  - h. Receive Report on 2025 Technical Advisory Committee Meeting Attendance (*Attachment H*)
6. Elect Chair and Vice-Chairs for 2026 (*Attachments I*), *Brian Gibson, Executive Director*
  - a. **Suggested Action: Elect Chair and Vice-Chairs for 2026**
7. Receive Presentation on US-10 State of Planning and Implementation (*Attachment J*), *Tom Cruickshank, MnDOT*
  - a. **Suggested Action: None, Presentation Only**
8. Receive Presentation on State of Planning and Implementation for Passenger Rail Service to St. Cloud Region (*Attachment K*), *Adam Fulton, MnDOT*
  - a. **Suggested Action: None, Presentation Only**
9. Other Business & Announcements
10. Adjournment

## **English**

The Saint Cloud Area Planning Organization (APO) fully complies with the Title VI of the Civil Rights Act of 1964, Title II of the Americans with Disabilities Act of 1990, and related statutes and regulations. The APO is accessible to all persons of all abilities. A person who requires a modification or accommodation, auxiliary aids, translation services, interpreter services, etc., in order to participate in a public meeting, including receiving this agenda and/or attachments in an alternative format, or language please contact the APO at 320-252-7568 or at [admin@stcloudapo.org](mailto:admin@stcloudapo.org) at least seven (7) days in advance of the meeting.

## **Somali**

Ururka Qorsheynta Deegaanka ee Cloud Cloud (APO) wuxuu si buuxda u waafaqsanahay Cinwaanka VI ee Xuquuqda Xuquuqda Rayidka ee 1964, Cinwaanka II ee Sharciga Naafada Mareykanka ee 1990, iyo qawaaniinta iyo qawaaniinta la xiriira. APO waa u furan tahay dhammaan dadka awooda oo dhan. Qofka u baahan dib-u-habeyn ama dejin, caawimaad gargaar ah, adeegyo turjumaad, adeegyo turjubaan, iwm, si uu uga qeyb galo kulan dadweyne, oo ay ku jiraan helitaanka ajendahaan iyo / ama ku lifaaqan qaab kale, ama luqadda fadlan la xiriir APO. 320-252- 7568 ama at [admin@stcloudapo.org](mailto:admin@stcloudapo.org) ugu yaraan toddobo (7) maalmood kahor kulanka.

## **Spanish**

La Organización de Planificación del Área de Saint Cloud (APO en inglés) cumple plenamente con el Título VI de la Ley de Derechos Civiles de 1964, con el Título II de la Ley sobre los Estadounidenses con Discapacidad de 1990), y los estatutos y reglamentos relacionados. La APO es accesible para todas las personas de todas las capacidades. Una persona que requiere una modificación o acomodación, ayudas auxiliares, servicios de traducción, servicios de interpretación, etc., para poder participar en una reunión pública, incluyendo recibir esta agenda y/o archivos adjuntos en un formato o idioma alternativo, por favor, contacta a la APO al número de teléfono 320-252-7568 o al [admin@stcloudapo.org](mailto:admin@stcloudapo.org) al menos siete (7) días antes de la reunión.

**SAINT CLOUD AREA PLANNING ORGANIZATION POLICY BOARD  
Thursday, December 11, 2025 – 4:30 PM**

A meeting of the Saint Cloud Area Planning Organization Policy Board was held on Thursday, December 11, 2025, at 4:33 p.m. Chair Jared Gapinski presided with the following members present:

Jake Anderson	City of Saint Cloud
Tammy Calhoun	City of Saint Cloud [Alternate for Scott Brodeen]
Mike Conway	City of Saint Cloud
Dottie Seamans	City of Sauk Rapids
Kevin Kluesner	City of Saint Joseph [Alternate for Adam Scepaniak]
Ken Schmitt	City of Waite Park [Alternate for Frank Theisen]
Joe Perske	Stearns County
Gary Gray	Sherburne County [Alternate for Raeanne Danielowski]
Jeff Westerlund	Le Sauk Township
Ryan Daniel	Metro Bus

Also in attendance were:

Brian Gibson	Saint Cloud APO
Vicki Johnson	Saint Cloud APO
Alex McKenzie	Saint Cloud APO
Trina Ness	Saint Cloud APO
Dan Weber	Sherburne County Assistant Administrator
Monte Headley	Benton County Administrator
Tarryl Clark	Stearns County Commissioner

Via TEAMS:

Megan Knight	Larkin Hoffman
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Absent:

Tim Elness	City of Sartell
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**1. PLEDGE OF ALLEGIANCE**

**2. INTRODUCTIONS**

**3. APPROVAL OF AGENDA:**

***Mr. Conway motioned to approve the agenda. Mr. Anderson seconded the motion. Motion carried.***

**4. PUBLIC COMMENT PERIOD:**

No members of the public were present.

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

- a. Approve Minutes of November 13, 2025, Policy Board Meeting
- b. Approve November Bills List
- c. Approve Changes to Personnel Policies to Comport with Minnesota Paid Leave

***Ms. Seamans motioned to approve the consent agenda items. Mr. Conway seconded the motion. Motion carried.***

**6. CONSIDER CHANGING LOBBYIST**

In 2001 David Turch & Associates was hired as the APO's lobbyist. The most recent contract we have on file states that the contract will take effect on the 1st day of January, 2001, and shall continue in full force until its expiration on the 31st day of December, 2001, unless previously modified, amended, or cancelled by the written mutual consent of the parties, or unless extended under its provisions. It states that the contract can be renewed up to three times for a period of one additional year each time. Thereafter, the contract cannot be renewed. The agreement may be terminated by either party in writing, delivered to the other. Such cancellation shall take effect as of the end of the last calendar day of the month following the month in which such notification was received. The original contract was for \$36,000 (2001) and we currently pay \$48,000.

St. Cloud Area Planning Organization has received an offer from Larkin Hoffman for lobbying services in Washington D.C. at the same rate of \$48,000.

Ms. Knight, with Larkin Hoffman, introduced herself and gave a brief history of her career and the companies she's worked for. She spoke of how she can assist the APO with potential federal funding. After much discussion the Policy Board and jurisdiction administrators were in favor of ending services with David Turch & Associates.

***Ms. Seamans motioned to approve a contract with Larkin Hoffman for 2026 starting January 1st, 2026. Mr. Westerlund seconded the motion. Motion carried.***

**7. CONSIDER REGIONALIZING LOBBYIST EFFORTS**

It was decided that each jurisdiction must discuss the possibility of regionalizing lobbyist efforts with their board and possibly pursue this effort in FY 2027.

**8. OTHER BUSINESS**

There was no other business presented at the meeting.

**9. ADJOURNMENT**

***Mr. Gapinski adjourned the meeting at 5:50 p.m.***



1040 County Road 4, Saint Cloud, MN 56303-0643

*T. 320.252.7568 F. 320.252.6557*

**TO:** Saint Cloud Area Planning Organization Policy Board  
**FROM:** Brian Gibson, Executive Director  
**RE:** Bills List  
**DATE:** December 30, 2025

The December bills list could not be prepared prior to the mailout of this agenda packet.

A complete December bills list will be provided to you at the January 8<sup>th</sup> meeting for your review and consideration.

**Suggested Action: Approve the December bills list**



1040 County Road 4, Saint Cloud, MN 56303-0643

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## **Establishment of CY 2026 Investment Procedures Resolution #2026-01**

**WHEREAS;** the St. Cloud Area Planning Organization (APO) maintains a cash and investment pool; and

**WHEREAS;** in accordance with Minnesota Statutes the APO maintains deposits at financial institutions for the purpose of; funding long-term liabilities, interruptions in cash flow and increasing earning through investment; and

**WHEREAS;** Minnesota Statutes SS 118A.04 and 118.05 authorize various types of investments for local units of government; and

**WHEREAS;** of these authorized types, APO investments shall be further limited to those with at least a AA rating by Standard and Poor's to protect principal; and

**WHEREAS;** the APO shall diversify securities and minimize concentration of investments, with no more than 75% of the investment pool in one security or within one financial/brokerage firm; and

**WHEREAS;** to minimize interest rate losses the APO shall invest operation funds primarily in short-term securities; and

**WHEREAS;** the Policy Board shall authorize investment transactions greater than \$100,000, in any one transaction, prior to the Executive Director's execution of the transaction; and

**WHEREAS;** the Policy Board shall authorize preferred financial institutions and preferred brokerage firms that can be used for investing purposes by the Executive Director; and

**WHEREAS;** qualifications for a broker/dealer shall include an association or affiliation with a regional or nationally known brokerage firm and hold a valid National Association of Security Dealers (NASD) security license.

**NOW, THEREFORE, BE IT RESOLVED,** that the St. Cloud Area Planning Organization, hereby, identifies the following four financial institutions and three brokerage firms as the preferred investment businesses for APO transactions.

### Financial Institutions

- Wells Fargo
- U. S. Bank
- Liberty Savings Bank Investments
- Bremer Bank

### Brokerage Firms

- US Bancorp Investments
- Edward Jones
- RBC Dain Rausch

Adopted by the St. Cloud Area Planning Organization Executive Board January 8, 2026.

**Resolution #2026-01**

ATTEST:

\_\_\_\_\_  
Jared Gapinski  
St. Cloud APO Chair

\_\_\_\_\_  
Brian Gibson  
St. Cloud APO Executive Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



1040 County Road 4, Saint Cloud, MN 56303-0643

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**Delegation of Authority for Paying Certain Claims  
Resolution #2026-02**

**WHEREAS**, Minnesota Statute 412.271; Subd. 8 states that "a city council [Elected Board], at its discretion, may delegate its authority to pay certain claims made against the city [Organization] to an administrative official"; and

**WHEREAS**, as the joint powers authority, the APO must comply with Minnesota Statute 412; and

**WHEREAS**, Elected Boards delegating their authority to review claims before payment must have internal accounting and control procedures to ensure the proper use of public funds; and

**WHEREAS**, The procedures must include regular review of the administrative officials' actions by the Elected Board; and

**WHEREAS**, A list of all claims paid under these procedures must be presented to the Elected Board for informational purposes; and

**WHEREAS**, An Elected Board that delegates its authority to pay certain claims made against the organization must adopt a resolution authorizing a specified administrative official to pay the claims that meet the standards and procedures established by the Elected Board; and

**WHEREAS**, the APO currently utilizes auto-pay prior to Elected Board approval for certain expenditures such as insurance, payroll, utilities, maintenance, office supplies, and other fixed charges established by a contract or subscription previously approved by the Board; and

**THEREFORE, BE IT RESOLVED**, that the APO authorizes the Executive Director to auto-pay claims that meet the standards and procedures established by this resolution and established by the APO Procurement Policy.

ATTEST:

\_\_\_\_\_  
Jared Gapinski  
Saint Cloud APO Chair

\_\_\_\_\_  
Brian Gibson  
Saint Cloud APO Executive Director

January 8, 2026  
Date

January 8, 2026  
Date



1040 County Road 4, Saint Cloud, MN 56303-0643

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**Designation of Official Newspaper  
Resolution #2026-03**

**WHEREAS**, Minnesota Statute 412.831 requires the annual designation of a legal newspaper of general circulation in the political subdivision as an official newspaper; and

**WHEREAS**, Matters as are required by law and other matters as deemed advisable and in the public interest are to be so published; and

**WHEREAS**, the St. Cloud Live is a qualified, legal newspaper with general circulation in the locality;

**THEREFORE, BE IT RESOLVED**, that the St. Cloud Area Planning Organization designates the St. Cloud Live as its official newspaper.

ATTEST:

\_\_\_\_\_  
Jared Gapinski  
St. Cloud APO Chair

\_\_\_\_\_  
January 8, 2026  
Date

\_\_\_\_\_  
Brian Gibson  
St. Cloud APO Executive Director

\_\_\_\_\_  
January 8, 2026  
Date



1040 County Road 4, Saint Cloud, MN 56303-0643

T. 320.252.7568 F. 320.252.6557

**Supporting new state-supported passenger rail service between  
Saint Paul, Minnesota and Fargo, North Dakota**

**Resolution #2026-04**

**WHEREAS**, the Twin Cities to Fargo/Moorhead corridor is a priority corridor for intercity passenger rail in the Minnesota Department of Transportation's State Rail Plan (2025); and

**WHEREAS** the Twin Cities to Fargo/Moorhead route is recommended in the Federal Railroad Administration's Amtrak Daily Long-Distance Service Study; and

**WHEREAS**, the Twin Cities to Fargo/Moorhead corridor hosted six eastbound and six westbound passenger rail trains each day into the late 1960's, four of which served St. Cloud;

**WHEREAS**, Amtrak's Empire Builder currently serves Saint Paul, St. Cloud, Staples, Detroit Lakes, and Fargo, a new state supported daily train could also serve Little Falls, Wadena, and a northern suburb such as Anoka; and

**WHEREAS**, Amtrak brings jobs and investment to Minnesota - Amtrak spent an estimated \$62.9 million on goods, services, and wages in Minnesota in 2024; and

**WHEREAS**, the new Borealis between Saint Paul and Chicago has been extremely successful, carrying 223,000 riders in its first year and enhancing economic development and tourism opportunities for corridor communities, and

**WHEREAS**, freight railroads will benefit from the capital investment required for new passenger service, enabling greater train speeds, reduced railroad congestion, and rail crossings that are safer for all users; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Policy Board of the Saint Cloud Area Planning Organization, that it hereby supports new passenger rail service between the Twin Cities and Fargo/Moorhead and requests that the Minnesota Legislature direct MnDOT to submit a Corridor Identification Grant application to the Federal Railroad Administration for this corridor.

**Resolution #2026-04**

ATTEST:

\_\_\_\_\_  
Jared Gapinski  
St. Cloud APO Chair  
January 8, 2026  
Date

\_\_\_\_\_  
Brian Gibson  
St. Cloud APO Executive Director  
January 8, 2026  
Date

*E. admin@stcloudapo.org    W. stcloudapo.org*



1040 County Road 4, Saint Cloud, MN 56303-0643

T. 320.252.7568 F. 320.252.6557

**TO:** Saint Cloud Area Planning Organization Policy Board  
**FROM:** Brian Gibson, Executive Director  
**RE:** 2025 Policy Board Attendance  
**DATE:** December 30, 2025

By policy, each year staff must report to you the Policy Board attendance for the previous year.

The chart on the following page details attendance by jurisdiction (including attendance by an alternate).

The purpose in making this report is for each jurisdiction to determine if they are being adequately represented at the APO. We allow each jurisdiction to decide for themselves who is best suited to represent the jurisdiction's interests at the APO. Therefore, it is up to each jurisdiction to decide if they wish to keep their current representatives or appoint a new representative and/or alternate.

Staff hopes you find this information useful.

	Jan	Feb	Mar	April	May	June	Aug	Sept	Oct	Nov	Dec	TOTAL 11
Sherburne County		x	x	x	x	x	x	x	x	x	x	10
City of Sartell	x		x	x	x		x	x		x		7
Benton County	x	x	x	x	x		x	x		x	x	9
Le Sauk Township	x	x	x	x	x	x	x	x	x		x	10
City of St. Cloud	x	x	x	x	x	x	x	x	x	x	x	11
City of St. Cloud		x	x	x	x		x	x	x	x	x	9

City of St. Cloud		x		x	x	x	x	x	x	x	x	9
City of St. Joseph		x	x	x	x			x	x		x	7
City of Sauk Rapids	x	x	x	x	x	x	x	x	x		x	10
City of Waite Park	x	x	x	x	x		x	x	x	x	x	10
Stearns County	x	x	x	x	x	x	x	x	x	x	x	11
Metro Bus	x	x	x	x	x	x	x		x	x	x	10

***Requested Action:*** None, informational only



SAINT CLOUD | AREA PLANNING ORGANIZATION

1040 County Road 4, Saint Cloud, MN 56303-0643

T. 320.252.7568 F. 320.252.6557

**TO:** Saint Cloud Area Planning Organization Policy Board  
**FROM:** Vicki Johnson, Senior Transportation Planner  
**RE:** 2025 TAC Representative Attendance  
**DATE:** Nov. 14, 2025

As stated in Section 3.5 of the Bylaws of the Saint Cloud Area Planning Organization's (APO's) Technical Advisory Committee (TAC):

"There is no attendance requirement for individual representatives. However, attendance records of each Primary Voting Representative and Alternate Voting Representative will be kept and annually reported to member units to help ensure that each member unit is being represented to the extent that they so desire."

During calendar year 2025, 10 TAC meetings were held. Below is the meeting attendance record by member jurisdiction and/or applicable agency representatives serving on the APO's TAC.

Member Unit	Primary Rep Attendance	Percentage of Primary Rep Attendance	Alternate Rep Attendance	*Non-Voting Capacity Attendance	No Attendance	Percentage of No Attendance
Saint Cloud Metro Bus	9	90%	--	--	1	10%
Minnesota Department of Transportation	9	90%	--	1	--	--
City of Saint Cloud – Representative 1	8	80%	--	--	2	20%
City of Saint Cloud – Representative 2	8	80%	2	--	--	--
City of Saint Joseph	8	80%	2	--	--	--
City of Sartell	4	40%	5	1	--	--
City of Sauk Rapids	4	40%	1	--	5	50%
City of Waite Park	6	60%	2	--	2	20%
Benton County	8	80%	--	1	1	10%
Sherburne County	5	50%	--	5	--	--
Stearns County	8	80%	2	--	--	--
LeSauk Township	--	--	--	--	10	100%

*\*Non-Voting Capacity Attendance denotes representatives who attended the TAC meeting via Microsoft Teams. Their presence and participation have been noted, however, due to their virtual attendance, these individuals were not allowed to vote and their presence did not count toward the establishment of a quorum.*

**Suggested Action:** None, informational.



1040 County Road 4, Saint Cloud, MN 56303-0643

T. 320.252.7568 F. 320.252.6557

**TO:** Saint Cloud Area Planning Organization Policy Board  
**FROM:** Brian Gibson, Executive Director  
**RE:** Election of Officers  
**DATE:** December 30, 2025

The APO bylaws state, in part:

*"The officers of APO shall be a Chair, a 1st Vice-Chair, a 2nd Vice-Chair, and a 3rd Vice Chair. The election of officers shall occur annually at the first Policy Board meeting following January 1st.*

*"The officers shall serve for a one-year term. No officer shall serve more than two consecutive terms in any one office."*

The current APO officers, elected in 2025, are:

Office	Name
<b>Chair</b>	Jared Gapinski
<b>1<sup>st</sup> Vice-Chair</b>	Jake Anderson
<b>2<sup>nd</sup> Vice-Chair</b>	Jeff Westerlund
<b>3<sup>rd</sup> Vice-Chair</b>	Adam Scepaniak

Chair Gapinski has only completed one term as Chair and is eligible to be re-elected for one more term.

All Vice-Chairs Anderson and Scepaniak have also served only one term in their current positions and are eligible for re-election. Vice-Chair Westerlund has served two consecutive terms in his current position and cannot be re-elected to the same position.

The table on the following page shows a brief history of which jurisdictions have served as officers in the past.

## History of Jurisdictions Serving as APO Officers (2016-2025)

	St. Cloud	Sartell	Sauk Rapids	Waite Park	St. Joe	Stearns Co.	Sherburne Co	Benton Co	LeSauk Twp
<b>Chair</b>	2		1	1		2	2	1	1
<b>Vice-Chair or 1<sup>st</sup> Vice-Chair</b>	2	1		1		1	2	1	2
<b>Secretary or 2<sup>nd</sup> Vice-Chair</b>	5	2						1	2
<b>Treasurer or 3<sup>rd</sup> Vice-Chair</b>	3	1		2	1	1			1
<b>Totals</b>	<b>12</b>	<b>4</b>	<b>1</b>	<b>4</b>	<b>1</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>6</b>

**Requested Action:** Elect a Chair, 1st Vice-Chair, 2nd Vice-Chair, and 3rd Vice-Chair for calendar year 2026.



1040 County Road 4, Saint Cloud, MN 56303-0643

*T. 320.252.7568 F. 320.252.6557*

**TO:** Saint Cloud Area Planning Organization Policy Board  
**FROM:** Brian Gibson, Executive Director  
**RE:** Update on US-10 Planning and Implementation  
**DATE:** December 30, 2025

In 2022, MnDOT completed a planning study for US-10 between St. Cloud and Clear Lake.

Currently, MnDOT is conducting a planning study for US-10 between St. Cloud and Little Falls.

Tom Cruikshank from MnDOT D3 will be in attendance to update you on the state of planning and implementation for both of these important regional projects.



1040 County Road 4, Saint Cloud, MN 56303-0643

*T. 320.252.7568 F. 320.252.6557*

**TO:** Saint Cloud Area Planning Organization Policy Board  
**FROM:** Brian Gibson, Executive Director  
**RE:** Update on Passenger Rail Planning  
**DATE:** December 30, 2025

In the last few years, MnDOT and/or the Met Council have completed a number of planning studies regarding the possibility of increased passenger rail service between the Saint Cloud region and the Twin Cities.

In May of 2024, a second daily train between St. Paul and Chicago (the Borealis train) began operating and thus far ridership has greatly exceeded initial passenger projections. There has been discussion of extending the Borealis service to Fargo (including a stop in Saint Cloud).

MnDOT staff will be in attendance at your January 8<sup>th</sup> meeting to provide an update on the state of planning and implementation for this long-time regional priority.