

**BISMARCK-MANDAN METROPOLITAN PLANNING ORGANIZATION
POLICY BOARD MEETING
JANUARY 21, 2025**

The Bismarck-Mandan Metropolitan Planning Organization (MPO) Policy Board met January 21, 2025, at 1:30 p.m. in the Tom Baker Meeting Room, City/County Building, 221 N 5th St, Bismarck, ND. Andy Zachmeier presided.

Members present or participating via Zoom were Mike Schmitz, James Froelich, Andy Zachmeier, and Steve Schwab. Member absent was Keli Berglund.

Others present or attending via Zoom were Kim Riepl, Paulette Jacobsen, and Stephen Larson of the Bismarck-Mandan MPO; Scott Harmstead, SRF; and Will Hutchings, NDDOT.

PLEDGE OF ALLEGIANCE AND CALL TO ORDER

Vice-Chair Zachmeier called the January 21, 2025 meeting of the Bismarck-Mandan Metropolitan Planning Organization Policy Board to order.

MINUTES

Vice-Chair Zachmeier called for a motion to approve the minutes of the December 17, 2024 Meeting.

MOTION: Mr. Froelich made a motion to approve the December minutes. Mr. Schmitz seconded the motion and with James Froelich, Mike Schmitz, and Vice-Chair Zachmeier voting in favor, the motion was approved.

Note: Steve Schwab joined the meeting after approval of the Minutes.

2025-2028 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS

Mr. Larson presented. This month, the MPO processed three amendments to the 2025-2028 TIP. The amendments were advertised for the required 15-day public comment period, and a public hearing was held at TAC. No comments were received. The amendments add three projects to the TIP for chip seal coat projects on MPO area highways. The first project is for a chip seal on I-94 from the ND 25 junction to 3 miles east of the US 83 (State Street) junction, the second project is for a chip seal on I-194 from the I-94 junction to Bismarck Expressway, and the third is for a chip seal on ND 810 from I-194/Memorial Highway to the Expressway Bridge (this location was adjusted to indicate the bridge as the project terminus per feedback received at TAC, and also the local share was updated to show that it is a Mandan project). TAC recommended approval of the amendments as presented.

MOTION: Mr. Froelich made a motion to approve the 2025-2028 TIP Amendments as presented. Mr. Schmitz seconded the motion and with James Froelich, Steve Schwab, Mike Schmitz, and Vice-Chair Zachmeier voting in favor, the motion was approved.

2024 PAVEMENT CONDITIONS COLLECTION & ANALYSIS

Ms. Riepl presented on the final report included as Exhibit D in the packet. This project surveyed the pavement conditions on approximately 225 centerline miles of functionally classified roadways in the MPO area. Last month, Policy Board heard a presentation on the final report from Kurt Keifer of QES. The approval of the final report was tabled until this month, due to technical difficulties that prevented Mr. Keifer from being present to answer questions for TAC last month. There were some outstanding concerns expressed by Bismarck Engineering QES has now resolved. Mr. Keifer provided his final presentation to TAC this morning, and they voted unanimously to recommend approval of the final report.

MOTION: Mr. Schmitz made a motion to approve the Pavement Conditions Collection & Analysis project, as presented. Mr. Froelich seconded the motion and with James Froelich, Steve Schwab, Mike Schmitz, and Vice-Chair Zachmeier voting in favor, the motion was approved.

2025 ITS RA UPDATE, ATAC MASTER AGREEMENT ADDENDUM

Ms. Riepl presented. The MPO's Master Agreement with NDSU's Advanced Traffic Analysis Center (ATAC) was signed last fall. There is an annual fee for this 3-year agreement which covers the maintenance of the MPO's Travel Demand Model (TDM). Additional work required of ATAC by the MPO is provided through addendums to the Master Agreement. The Intelligent Transportation Systems (ITS) Regional Architecture (RA) Update would fall under such an addendum. The Scope of Work for the ITS RA Update is included in the addendum. ITS deals with technology that creates safer and more efficient transportation systems. Two-way radios, central dispatches, and interstate cameras for weather and incident monitoring are all examples of ITS. The ITS RA needs to be updated every 3-5 years, so it is in alignment with the Federal Architecture. The MPO last performed this update in 2021. An updated RA allows the MPO's jurisdictions to be eligible for federal funding for ITS projects. The total cost for this ATAC addendum is \$34,998. The MPO would pay 80% (\$27,998), and the MPO's five jurisdictions would pay the remaining 20% local share using the standard population-based breakout (Bismarck would pay roughly \$4,200, Mandan \$1,400, Burleigh County \$1,050, Morton County \$175 and Lincoln \$175). TAC recommended approval.

MOTION: Mr. Schmitz made a motion to approve the ITS RA Update, as presented. Mr. Froelich seconded the motion and with James Froelich, Steve Schwab, Mike Schmitz, and Vice-Chair Zachmeier voting in favor, the motion was approved.

2025 SAFETY POLICY STUDY

Ms. Riepl said SRF was approved as the consultant for this study in October. The objective of the study is to examine safety countermeasures being used by the MPO's jurisdictions on functionally classified roadways and intersections and determine best practices for employing countermeasures based on roadway type and land use.

Scott Harmstead spoke about the study on behalf of SRF. Luke Champa will be the Project Manager, and they have partnered with Emergent Strategies in Bismarck to

lead public engagement. They are hoping to hold their first Steering Committee Meeting next week, where they will go over the scope of the study, which is on track to complete by the end of the year. The study will identify and categorize the safety countermeasures used on the roadways. It will look at best practices, will help local jurisdictions achieve consistency in their deployment of countermeasures, and will also help position the jurisdictions to pursue Safe Streets For All (SS4A) Federal Grant funding. SRF will build upon the MPO's past and current projects and conduct a safety and crash analysis, looking for areas with high densities of severe crashes. Their public engagement will include focus groups, and pop-up events for the public. They will create a list of safety strategies and a process for future project selection. The study will provide a compliant SS4A action plan to allow the MPO area to be eligible for SS4A funding. There will be a policy focus to the study, to allow it to be a decision-making tool for projects, countermeasures, and safety improvements in the MPO area.

GOVERNMENT PARTNERS PROGRAM

Ms. Riepl said the Memorandum of Agreement (MOA) between the MPO and its jurisdictions to become members in Big Sky Passenger Rail Authority's (BSPRA) Government Partners Program was executed in early January. BSPRA has invoiced the MPO for the annual membership fee, and this payment is being processed. The MPO will provide each jurisdiction with the invoice for their portion of the payment. Ms. Riepl will also be reaching out to each jurisdictional representative to solicit their questions and concerns about the return of passenger rail service to the region. The Government Partners Program will be providing a webinar opportunity in February, and the content will be developed based on the feedback and questions the MPO provides.

BICYCLE FRIENDLY COMMUNITY

Ms. Riepl said in 2024 the MPO applied for a renewal of the region's Bronze Bicycle Friendly Community designation through the League of American Bicyclists. This renewal must be done every four years. There has been a delay in the processing of this renewal application, but information should be coming soon. In the meantime, the League has been offered grant funding to provide three cities in the United States with the opportunity to host a one and one-half day workshop. The workshop is intended to facilitate bicycle friendly community efforts, and the League considers the Bismarck-Mandan area a good candidate for the workshop. It is free of charge, and the MPO will be hosting. Any help the jurisdictional partners can provide will be appreciated. The workshop will be held on May 21 and 22 at Bismarck Public Works, and one of the days will include a bike audit route. More information will be forthcoming.

ADJOURNMENT

There being no further business, Vice-Chair Zachmeier adjourned at 1:52 p.m. The next scheduled meeting will take place February 18, 2025, at 1:30 p.m. in the Tom Baker Meeting Room the City/County Building, 221 N 5th St, Bismarck.

Respectfully submitted,



Stephen Larson
Recording Secretary

APPROVED:



MPO Policy Board Chair