



# SOUTHWEST MN AREA TRANSPORTATION PARTNERSHIP (ATP) Meeting Minutes

Date: December 13, 2019  
Minutes prepared by: Megan M. DeSchepper, AICP, Senior Planner  
Location: Winsted City Hall, 201 First Street North, Winsted, MN

## Attendance

ATP Board Members: Jim Dahlvang, Bob Byrnes, Doug Krueger, Andy Sander, Lindsey Bruer, Jon Huseby, Joe Wilson, Tiffany Collins, Jeff Marlowe, Sean Christensen, Rosemary Bruce-White, Susann Karnowski, and Todd Broadwell.

ATP Board Members Absent: Rollie Nissen, Gary Johnson, and Mic VanDeVeer.

ATP Guests: Phil Schmalz, Owen Todd, Steve Kubista, Chad Kingstrom, Rosemary Bruce-White, Kent Exner, Glenn Gruenhagen, Cathleen Amick, Gary Ludwig, John Brunkhorst, John Rodeberg, Kyle Ten Napel, Ted Nelson, Chuck DeWolf, Glenn Olson, Donn Winkler, Sandra Schlagel, Megan DeSchepper, Mark Nelson, and John Groothuis.

## Welcome & Introductions (Jim Dahlvang)

- Introductions were conducted.

## Approval of October ATP Minutes

- A motion made by Mr. Byrnes to approve the October meeting minutes as written, seconded by Mr. Sander. The motion carried.

## 2019 Construction Projects (Sandra Schlagel)

- Sandra presented the 2019 Construction Season Recap. See [PowerPoint](#) presentation.

## ATP Role Overview (Jon Huseby & Lindsey Bruer)

- Jon talked about the History of ATP- 8. The ATPs in Minnesota were established following the passage of landmark federal surface transportation legislation in 1991 (ISTEA) that required states to emphasize greater planning, multi-modal decision-making and local and public involvement in the development of transportation plans and programs. The ATPs were developed to include local stakeholders from various geographic areas and disciplines (engineers, planners, elected officials, transit staff, city and county staff, etc.) to help direct federal funding for transportation projects. Currently District 8 staff

compile a list of proposed projects based on funding targets, performance measures, bridge and pavement modeling systems and scoping done by functional area experts. Then the ATP reviews the projects that make up the Area Transportation Improvement Program (ATIP) for ATP 8, provide feedback on these projects and then vote to recommend the projects identified in the ATIP to the District Engineer for inclusion into the Statewide Transportation Improvement Program (STIP). The STIP is a document of projects that FHWA requires all states to produce. It must include all projects that utilize federal funding. In Minnesota we also include only state funded projects as well as the federally funded projects.

- Lindsey spoke about the purpose of the ATP. Surface transportation legislation requires states and metropolitan areas (over 50,000 population) to emphasize public involvement in developing transportation plans and programs. The ATPs help serve this role. MnDOT's plans and programs are shared with the ATP and with the general public through the RDC public meetings, news releases, social media, our website and more. The ATP also helps to direct federal funding to local partners-the ATP managed program. This includes local road and bridge funding to counties and State Aid cities and the Transportation Alternatives funding to any city, county or other eligible entity.
  - This involves establishing and maintaining a process for soliciting and selecting candidate projects for the ATP facilitated program to include the draft ATIP.
  - The process for soliciting and selecting candidate projects for the ATP managed program (Local Road and Bridge and Transportation Alternatives-TA) is done by the Local Road and Bridge and TA subcommittees.
  - The Local Road and Bridge subcommittee is made up of MnDOT State Aid staff and all of the State Aid Cities and all Counties. The TA subcommittee is made up of MnDOT planning and State Aid staff, the RDC planners and two local engineers.
- Finally Lindsey talked about the role of Membership. Individuals serving on the Board should have broad, multi-modal, and multi-jurisdictional perspectives regarding transportation issues. Advise ATP 8 of transportation planning issues of concern to the region. Review and provide input on the ATP and MnDOT managed programs and vote to approve the draft and final ATIP. Share the ATIP with colleagues and entities being represented to get broad feedback on the program. Help review policies and procedures as they are updated.

## ATP Guidance Manual Updates (Lindsey Bruer)

- Lindsey presented an overview of the ATP Guidance Manual Updates. See [here](#) for a link to the entire document with documented edits. Some areas with minor edits were the Transit section, which is no longer funded through ATP. State Aid City rotation list etc. Lindsey asked the group to review the document for the next ATP meeting when the amendments can be voted on.

## STIP Amendment (Lindsey Bruer)

- Lindsey presented the STIP Amendment request for a project on US 75 which is being amended to extend the southern limit and include shoulder paving. The additional work will add \$900,000 to the project cost estimate. See amendment [request](#) for full details.
- A motion was made by Mr. Kubista, seconded by Mr. Sander, to approve the STIP Amendment as requested. The motion carried.

## District Planner Update (Lindsey Bruer)

- Lindsey explained that MnDOT's project scoring will be live soon on the MnDOT website, ATP 8 will be notified once it is available.
- The 2019-2023 STIP was officially approved by FHWA. With the approval came several commendations as well as several recommendations for improvement to our planning and programming processes:
  - MnDOT received a commendation for the District Freight Plans and our Public Engagement website.
  - MnDOT received recommendations for improvement on our MPO coordination, corridor planning and managing access and congestion management.
- The District 8 Freight Plan is well underway and documents related to the plan can be reviewed on the project [website](#). The plan will identify project concepts that we will want to share with the ATP. Since the next ATP meeting is after the scheduled time for input on the project concepts, we will likely bring this information to the RDC TAC's for review.
- Finally, Lindsey recognized the many years of service to the ATP of Annette Fiedler, Donn Winckler and Steve Kubista who are all retiring in December or January. She thanked them for all their work with MnDOT and the ATP over the years. A celebratory cake was served in their honor.

## Legislator Update

- Minnesota State House Representative Glenn Gruenhagen gave a brief House update. February 11<sup>th</sup> Legislative session starts. There is a 1.3 Billion Dollar surplus. Bonding bill will emphasis wastewater and sewer projects as there huge infrastructure needs state wide. Mr. Gruenhagen encouraged constituents to e-mail him as a representative anytime.

## FY 2021-2024 Funding Guidance (Lindsey Bruer)

- Lindsey presented the MnDOT 2021-2024 Funding Targets see [attached](#) and [attached](#).

## Transit Presentation (John Groothius & Mark Nelson)

- Mark Nelson made a [presentation](#) on the Greater MN Transit Investment Update- STIP.

## Round Robin

- Rosemary Bruce-White introduced herself as the new Netty. But please contact her for any transportation related items in the Southwest Region.
- Todd Broadwell- announced that the Local Road and Bridge Solicitation is now closed. Presented what was submitted for the 2024 ATP 8 Local Road and Bridge candidates see [attached](#).
- Donn Winckler- thanked everyone and that the ATP has been his favorite Board/Partnership to be a part of in his career.
- Steve Kubista- thanked everyone he has worked with over the year and said thanks for the cake.

Next meeting will be March 6, 2020 in Willmar. Exact time is to be determined. Megan will send out an updated calendar appointment closer to the date.

Adjourned at 11:30 a.m.