Central Dakota
Metropolitan Planning Organization
Meeting Minutes

Thursday, August 28, 2025, at 4:30 PM
3rd Floor Executive Conference Room, City Hall (10 3rd Ave SW)

Lisa Olsen called the meeting to order at 4:31 PM

1. ROLL CALL

The following were present:

Burlington City- Jerick Hedges
Minot City- Lisa Olsen, Tom Joyce
Surrey City-
Ward County- Jim Rostad, Ron Merritt

Members Absent: John Fjeldahl, Mark Jantzer, Mike Thiesen

Others Present: Will Hutchings, Brittany Shefstad, Hannah Hornberger

2. APPROVAL OF MINUTES

2.1 REVIEW AND APPROVAL OF THE JULY 24, 2025 MINUTES

Jim Rostad moved to approve the minutes of the July 24, 2025 meeting as presented. The motion was seconded by Ron Merritt, and carried the following vote: ayes: Olsen, Hedges, Rostad, Joyce, Merritt; nays: none

3. OLD BUSINESS

3.1 UPDATED MONTHLY ACTIVITIES

John Van Dyke reviewed the monthly tasks. He informed the board that the Metropolitan Transportation Plan (MTP) is in its final stages and either the consultants or he will be reaching out to the board about presenting the plan and getting public and jurisdictional input. The presentations will be given at each jurisdiction's respective commission/council meeting.

4. NEW BUSINESS

4.1 2026-2027 UNIFIED PLANNING WORK PROGRAM

John Van Dyke reviewed Amendment #2 and gave a quick overview of the changes that are included. Changes revolve around shifting hours from one section of the work program to another. There is no change to the overall budget expenditures/revenues stemming from this amendment. John mentioned that in the 2026-2027 UPWP sections will not be as detailed and these types of amendments will not be required. However, the information, such as hours dedicated to specific tasks, will be tracked fully on the back end.

Jerick Hedges moved to approve 2025 UPWP Amendment #2 as presented and to change Burlington's alternate to Reed Opland. The motion was seconded by Jim Rostad and carried the following vote; ayes: Hedges, Rostad, Olsen, Joyce, Merritt; nays: none.

4.2 FINANCE DOCUMENTS

John Van Dyke reviewed documents. He informed the board that there shouldn't be any amendments needed for the current projects. Hedges questioned what the future budget for the Transportation Specialist would be. John informed that on the high end (including benefits) it would be around $85,000 per year.

Jim Rostad moved to approve the Financial Statements as presented. The motion was seconded by Ron Merritt and carried the following vote; ayes: Hedges, Rostad, Olsen, Joyce, Merritt; nays: none.

OTHER BUSINESS

5.1 OPPORTUNITY FOR PUBLIC COMMENT

No public present.

ADJOURNMENT

There being no further business, Lisa Olsen adjourned the meeting. The meeting adjourned 4:49 PM.