



Central Dakota MPO Technical Advisory Committee Meeting Minutes

Tuesday, April 14, 2026, at 10:30 AM
Public Works Conference Room 3,
Public Works (1025 31st St SE)

John Van Dyke called the meeting to order at 10:30 AM

1. ROLL CALL

The following were present:

Burlington City- Sarah Karhoff
Minot City- Doug Diedrichsen, Brian Horinka, Lance Meyer (V)
Surrey City- Josh Reiner
Ward County- Tony Francis, Beth Peitsch
NDDOT- Will Hutchings, Korby Seward
MPO Director- John Van Dyke

Absent: Burlington City TAC Member (vacant)

Others Present: Stephen Joerz, Matt King (V), Matt Huettl (V), John Forman (V), Kristen Sperry (V), Bailey Bosley, Chris Maples

2. APPROVAL OF MINUTES

2.1 REVIEW AND APPROVAL OF THE MARCH 17, 2026 MINUTES

Executive Director Van Dyke asked for a motion for approval of the March 17, 2026 minutes as presented. Doug Diedrichsen moved to approve, with a second from Beth Pietsch, and was favored by all.

3. OLD BUSINESS

3.1 BIKE AND PEDESTRIAN PLAN RFP – SELECTION AND STEERING COMMITTEE DISCUSSION

Executive Director Van Dyke stated that the Request for Proposal for the Bike and Ped Plan has been posted with a deadline for submittals set for April 23. The Selection Committee members at this time are Stephen Joerz, Traffic Engineer with the City of Minot, Elly DesLauriers from the Minot Parks District, and Tim Baumann, Planning Commissioner for the City of Minot. Executive Director Van Dyke will participate in the selection process, but as an ex-officio member to remain informed and understand the difference between the various proposals received. Executive Director Van Dyke also noted that if anyone had a desire to add more to the Selection Committee, that can be done but believes the





Selection Committee is adequate. A recommendation should be made and brought before TAC in May, which will provide a recommendation to Policy Board. The members of the Selection Committee will most likely carry on to be members of the Steering Committee and Executive Director Van Dyke suggested if any members of TAC have anyone in mind to be a part of the Steering Committee, to reach out to him. Both Brian Horinka and Doug Diedrichsen expressed interest in being a part of the committee.

3.2 BIKE AND PEDESTRIAN COUNTER PURCHASE

Executive Director Van Dyke has been evaluating Bike and Ped counters to purchase in support of the upcoming Bike and Pedestrian Plan. Traqx is the company that is being leaned towards, as some firms have quoted more than \$5,000 per counter compared to Traqx's \$4,000 total for four counters. If this choice is selected, it will include some work to create secure containers, with Traqx providing instructions and links to materials to do so. Everyone concurred that this choice was more practical, with options of being able to have more counters should the UPWP be modified in the near future and with these types of counters being susceptible to theft.

3.3 PAVEMENT CONDITION DATA COLLECTION – CONSULTANT SELECTION

There were four proposals submitted for the Pavement Condition Data Collection effort and interviews were held for all four. The selection committee was made up of Matt King on behalf of the City of Minot Engineering Department, Korby Seward on behalf of NDDOT, Tony Francis on behalf of Ward County, and John Van Dyke for Central Dakota Metropolitan Planning Organization. Quality Engineering Solutions ended up making the cut from the four. QES had previously worked with Bismarck-Mandan on pavement data collection, which indicated they were pleased with them. Executive Director Van Dyke asked for a motion to recommend Policy Board approve the selection of the consultant per the recommendation of the Pavement Data Collection Selection Committee. Brian Horinka moved to approve, with a second from Beth Pietsch. Will Hutchings asked if there was a clear winner to which Van Dyke replied that the scores overall were pretty close. Only one firm used data provided to them for their presentation. Another firm had a heavy AI component. With a first and second motion, Executive Director Van Dyke called for a vote, with all in favor.





4. OTHER BUSINESS

4.1 TRANSIT DEVELOPMENT PLAN UPDATE

Executive Director Van Dyke stated that there have been 5 Steering Committee meetings since the project kicked off. Final touches are being put together on the draft plan. This plan was made available to review by the Steering Committee for comment, with a few comments being received. Brian Horinka and John Van Dyke provided a thorough review of the draft plan and provided many comments as part of the review. Van Dyke summarized what can be expected over the next several months. Presently, public notice materials are being produced, which include a press release, public notice, and social media blurbs to bring attention to public comment period to occur throughout May. May will include two public engagement meetings to occur the evening of May 26 and the afternoon of May 27. Will Hutchings asked if there are other opportunities for input, rather than in person. Executive Director Van Dyke stated that the project website will have all the materials as well as a comment form or field for people to review and provide comment. Brian Horinka stated that signage can be posted on the buses, as well as on their app. Executive Director Van Dyke stated that feedback received thus far has been consistent between engagement efforts which provides confidence in the effort. In June, the consultant will take the input received from the public and incorporate necessary changes to the draft plan. Finally, in July, presentations will be provided to City of Minot, City of Surrey, Ward County, TAC, and Policy Board. Executive Director Van Dyke stated that it appears the project will be under budget and ahead of schedule. City Council member Mike Blessum is on Steering Committee and seems to be receptive of the whole process, and he will be critical to securing approval given the adoption of the plan will occur following elections that could result in several new council members that will be less familiar with transit and the Transit Development Plan.

4.2 OTHER BUSINESS, IF ANY

Executive Director discussed the definition for Operations and Maintenance for the inaugural Transportation Improvement Program. CDMPO has a projected example definition. The MPO is required to report on the local and state funds used towards operation and maintenance activities. It does not have to be outrageously detailed. This could include snow removal, sanding, plowing, salting, street sweeping and other street maintenance items such as potholes, chip seals, and crack seals. Executive Director stated that CDMPO will move forward with the proposed narrative surrounding this section and if it is determined that it is overly cumbersome or too detailed it may be modified between now and adoption later this year.





4.3 OPPORTUNITY FOR PUBLIC COMMENT

No public comment presented.

5. ADJOURNMENT

John Van Dyke asked for a motion to adjourn meeting. So moved by Doug Diedrichsen, seconded by Will Hutchings and favored by all. Meeting adjourned at 11:26am.

