

MVP for Transportation MPO Policy Board Meeting

Representatives:

Bob Charles – Knik Tribe
Edna DeVries, Mayor - MSB
Glenda Ledford, Mayor – City of Wasilla
Brian Winnestaffer - Chickaloon Native Village
Mike Brown - MSB
Sean Holland - ADOT&PF
Steve Carrington – Mayor - City of Palmer



Microsoft Teams meeting

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(844) 594-6237 (toll-free)

Phone Conference ID: 959 952 654#

Minutes

Tuesday, May 21st, 2024

2:00-3:30pm

A. Meeting called to order

The meeting was called to order at 2:04 pm with a quorum.

B. Introduction of Members and Attendees

Members Present

Sean Holland, Alaska DOT&PF
Steve Carrington, City of Palmer
Edna DeVries, MSB
Mike Brown, MSB
Brian Winnestaffer, Chickaloon Native Village
Bob Charles, Knik Tribe
Glenda Ledford, City of Wasilla

Members Absent

None

Visitors Present

Elise Blocker, RESPEC
Erich Schaal, City of Wasilla
Alex Strawn, MSB
Kim Sollien, MVP MPO Coordinator
Kaylan Wade, Chickaloon Native Village
Megan Flory, RESPEC
Donna Gardino, Gardino Consulting Services
Clint Adler, Alaska DOT&PF
Sharon Johnson, Senator Wilson's office
Ben White, Alaska DOT&PF
Brian Lindamood, ARRC
Jackson Fox, FAST Planning
Luke Bowland, Alaska DOT&PF
Adam Bradway, Alaska DOT&PF
Katherine Keith, Alaska DOT&PF
Julie Jenkins, FHWA

C. Approval of the May 21st, 2024, Agenda – (Action Item)

MVP for Transportation MPO Policy Board Meeting

*Motion to approve the May 21st, 2024 agenda (**Winnestaffer**), seconded. No edits. Passed unanimously.*

D. Approval of the April 16th, 2024, Minutes – (Action Item)

*Motion to approve the April 16th, 2024 minutes (**Winnestaffer**), seconded. No edits. Passed unanimously.*

E. Committee/Working Group Reports (Including the Staff Report)

1. Staff Report

The Staff report is in the packet. Kim Sollien provided a summary of what is included in the staff report and discussed the Meeting Schedule of topics. Kim Sollien went to the AMPO conference and attended workshops. The MPO is currently looking for office space and space to host regular meetings. Tomorrow, there is a special meeting at the Mat-Su Health Foundation office. The MPO would like to have all meetings there until September 2024. The bylaws are currently being updated. Kim will be meeting with MSB GIS staff to create a GIS map viewer for the MPO. Kim reached out to Adam Moser for a letter, to request match funding.

Bob Charles: Can you give us an idea of when we should plan to discuss preventative maintenance?

Kim Sollien: We met with Alaska DOT&PF and went through the process of generating some projects. We will be going over that in more detail tomorrow.

Donna Gardino: The reason why we are having the special meeting tomorrow is Alaska DOT&PF wanted to get the STIP amendment out in two weeks. We want to provide information to you and go over what is being proposed.

F. Voices of the Visitors (Non-Action Items)

None

G. Old Business

a. Statewide Transportation Improvement Program Update

Adam Bradway provided an update on the status of the STIP. Alaska DOT&PF is working on a list of projects for MVP. The STIP amendment is planned to go out on June 1st, 2024. The sooner MVP can get projects to Alaska DOT&PF the sooner the projects can get programmed. The meeting tomorrow will have a rough map.

Bob Charles: I wonder if Alaska DOT&PF could create a web link for MVP MPO that would lead to a dashboard in the STIP?

Adam Bradway: We had talked about that.

Katherine Keith: We didn't do that in the last round. We can provide a link. Great idea.

Donna Gardino: MVP provided extensive comments on the Alaska DOT&PF's 3C procedures. The general desire is to have something shorter. She expressed concern as to whether funds will be obligated for 2024 in the STIP amendment.

MVP for Transportation MPO Policy Board Meeting

Katherine Keith: It is a 30-day comment period. Alaska DOT&PF is also concerned about the timeline for the August redistribution. We can strategize projects tomorrow.

H. New Business

a. Amended and Restated Articles of Incorporation (**Action Item**)

Motion to approve the Amended and Restated Articles of Incorporation (DeVries) seconded. All in favor. The motion passed unanimously.

Kim Sollien provided a summary of the changes.

Sean Holland: We named the person and not the position, so we have to change it every time someone changes?

Kim Sollien: We will be updating the bylaws.

Donna Gardino: All you have to do is submit a notice of change to the state.

Sean Holland: What is the general timeline?

Kim Sollien: We need to submit paperwork to be a non-profit and we expect it will be a couple of days for formal determination. At that point, we could hire staff but we need to go through the policies. By the end of September, we will have staff and a transportation planner.

b. Metropolitan Transportation Plan Scope of Services (**Action Item**)

Motion to approve the Metropolitan Transportation Plan Scope of Services (Winnestaffer), seconded. All in favor. The motion passed unanimously.

Mike Brown: What is the next step for Scope of Services?

Kim Sollien: Adam Bradway can begin an RFP; Adam will manage finding a consultant. We still need to obtain the match.

Adam Bradway: Alaska DOT&PF is shown as the contract manager. We will set up the federal project, accounting, and setup.

c. Title VI Plan draft public comment release (**Action Item**)

Motion to approve the Title VI Plan draft for public comment (Winnestaffer), seconded. All in favor. Passed unanimously.

Mike Brown: Was this modeled from FAST

Kim Sollien: Several examples were used and coordinated with the Alaska Civil Rights Office.

d. Review Fiscal Policy and discuss Finance Committee

Kim Sollien provided an overview of the Fiscal Policy and a discussion on creating a Fiscal Committee.

MVP for Transportation MPO Policy Board Meeting

Mike Brown: I prefer for the whole board to be fiscally involved, and then establish a committee later.

Bob Charles: This looks like an abbreviated fiscal policy. It might be worthwhile to have a 3rd party CPA review it.

Glenda Ledford: The board needs to be the finance committee. The public will want to know about the money.

Steve Carrington: I agree, we need consistency with finance. We need to get a sense of what we are doing before we create a finance committee.

e. Adopt Social Media Policy (Action Item)

Motion to adopt the Social Media Policy (DeVries), seconded. MVP doesn't have social media yet. A social media policy will help reach the public. Motion to postpone adoption of the Social Media Policy (DeVries), seconded. The motion was postponed to the June meeting.

Edna DeVries: Either McCabe or his staff member blocked someone. I am not sure if he has been sued.

Glenda Ledford: McCabe has been sued.

Erich Schaal: We can elevate issues to the social media platform. The correct action is to post correct information.

Brian Winnestaffer: Can we disable comments but open debate publicly?

Steve Carrington: Agreed. Not having comments available at first would be a good way to start.

Glenda Ledford: Can we direct people to public meetings?

Mike Brown: I defer to being more transparent. Can we include not commenting on member organizations? We need to have an archiving service with social media.

Edna DeVries: Do we want an amendment or come back?

Kim Sollien: There will be many opportunities for the public comment. Kim wants to rework the policy and bring it back at next meeting.

I. Other Issues

MVP needs to update the bylaws. Propose to have an executive committee. The Open Meetings Act does not apply to non-profits. Propose spelling out notices in the bylaws.

Mike Brown: I would like to discuss proxy voting since some of us have scheduling issues with this time slot. We could designate a specific proxy.

Kim Sollien: We can pick a different day to have meetings.

Glenda Ledford: Can we do it earlier?

MVP for Transportation MPO Policy Board Meeting

Kim Sollien: Yes.

Steve Carrington: The option to have a proxy would be handy in the future.

Edna DeVries: The only challenge going earlier is the Wasilla chamber. Could we move it to the second Tuesday?

Kim Sollien: Do we want individual items on the next agenda? Tomorrow we are having a special meeting. We need a quorum of the PB.

J. Informational Items

a. Transit Update – presented by Maija DiSalvo, Mat-Su Borough

Maija DiSalvo could not attend the meeting.

Kim Sollien provided a summary of transit funding and an extension. DOT is currently working on the request. Tribes have more access to federal funding.

K. Policy Board Comments

Bob Charles: I won't be available for the meeting tomorrow.

L. Adjournment

Motion to adjourn (Holland), seconded. The meeting was adjourned at 3:35 pm.

Next Scheduled MPO Policy Board Meeting – **June 18th**, to be held via Microsoft TEAMS Meeting