



League of Minnesota Cities Building
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MEETING MINUTES
CITY ENGINEERS ASSOCIATION OF MINNESOTA
2010 Winter Business Meeting
Friday, January 29, 2010
Earle Brown Heritage Center - Brooklyn Center, Minnesota

1. Call to Order

President Shelly Pederson called the meeting to order at 11:05 AM with approximately 83 members in attendance.

2. Approval of Agenda

President Pederson stated that the agenda for the business meeting was distributed. Motion by Dave Sonnenberg, seconded by David Jessup to approve the agenda. Motion approved unanimously.

3. Secretary/Treasurer Items

- a. Approval of Minutes from the August 7, 2009 Summer Business Meeting – Secretary/Treasurer Jean Keely stated that the draft minutes were included in the conference packet and have been available on the CEAM website since the business meeting. Motion by David Sonnenberg, second by Bob Moberg to approve the 2009 Summer Business Meeting minutes as presented. Motion approved unanimously.
- b. Treasurer's Report – Secretary/Treasurer Keely stated that the preliminary 2009 year end Financial Report was included in the conference packet. The final report will be adjusted for interest income and any December expenditures. The preliminary balance as of December 31, 2009 is \$43,001.79. Revenues included \$13,200 in dues from 220 members and a positive outcome of \$4,143.06 from the 2009 Winter Conference. Expenditures included \$7,166 in website upgrades, \$8,000 for four \$2,000 scholarships, and a one time payment of \$2,500 for development of a MPWA Municipal Underground Inspectors School curriculum. Keely noted that the future annual website budget will be \$1,000 for conference updates and \$1,000 for annual maintenance. Motion by Mark Maloney, second by Dale Swanson to approve the Treasurer's report as presented. Motion approved unanimously.
- c. Membership Roster – Secretary/Treasurer Keely stated that a current membership roster was included in the conference packet and additional membership information is available on the CEAM website. There were 220 paid members in 2009 and 27 active life members that the League of MN Cities has current addresses for. Membership dues for 2010 will remain \$60 and Committee Chairs are asked to review the membership status of their committee members later this spring. Committee members are required to be members in good standing.
- d. Life Member Nominations – Secretary/Treasurer Keely reported that there were no Life Membership applications submitted for consideration at this annual meeting. Keely

legislative study, a Legislative update, and RT Vision. Minutes were distributed to the membership thru the listserve.

- c. The CEAM and Minnesota County Engineers Association (MCEA) liaison meeting was held after the Municipal Screening Board meeting on October 28, 2009. Legislative issues for both County Engineers and City Engineers were discussed. Dave Sonnenberg, Chair of the Legislative Committee, addressed MCEA platform items that are of concern to CEAM.
- d. CEAM Standing Committees – President Pederson reviewed the Committee Appointment list updates for 2010. Motion by Gary Brown, second by Scott Harri, to approve the 2010 Committee Appointments. Motion carried unanimously.

6. Committee Reports – President Pederson asked if Committee Chairs had additional information to share in addition to the handout of Standing Committee reports.

- a. Winter Conference Planning Committee (Jeff Hulsether and Joe Rhein) – Joe Rhein, Conference Co-Chair, thanked the Committee for all of their hard work during his first year as Co-Chair. He stated that the Committee would be meeting immediately after the business meeting to go over this year’s evaluation forms and to start thinking about next year’s Conference.
- b. Summer Business Meeting 2010 (Beth Engum) – The summer business meeting will be held on August 6, 2010 at Pebble Creek in Becker.
- c. Legislative Committee (Dave Sonnenberg) – No additional information.
- d. Communication/Website Committee (Lee Gustafson) – Gustafson reported that things have gone well with the website update. Templates have been built for ease of entering new information. Gustafson asked the Executive Committee to provide direction for strategic planning with input from Committee members. Items for future discussion include the CEAM Forum and social networking.
- e. Standards and Specifications Committee (Dave Halter) – See report in handout.
- f. Scholarship Program Committee (Bret Weiss) – Weiss introduced Zachary Theisen from St. Cloud Tech who was the recipient of one of two \$1,000 scholarships issued from CEAM. Weiss raised the question of adding scholarships for North Dakota State University and Iowa State students.
- g. Water Resources Committee (Bob Moberg) – See report in handout.
- h. LMC Policy Committee (Mike Eastling, Mark Maloney, Dave Hutton) No additional information.

7. Other Reports

- a. Complete Streets (Shelly Pederson) – Pederson said to go to MnDOT’s website to review Legislative Report.
- b. Design Build Advisory Committee (Gary Brown) – Brown stated that Richard Freese was added to the Committee. The Committee is trying to get a design build project under way.
- c. Liaison to Water for People (Tom Mathisen) – Mathisen stated that the group has raised a lot of money for this group and information on future fund raising will be sent out on the list serve.
- d. Minnesota 2050 (Shelly Pederson) – Pederson reported that MPWA is leading this effort and that there is a large group of stakeholders. The closest mega region to the Twin Cities is Chicago. Dave Hutton stated that Dan Gage is the Chair of the group. CEAM will continue to have a representative at future meetings.

- e. Local Road Research Board (Deb Bloom) – Presentation was made during the Conference.
- f. LTAP Steering Committee (Steve Lillehaug and Lee Gustafson) - Presentation was made during the Conference.
- g. Minnesota Guide Star (Chuck Ahl) – No additional information.
- h. Minimum Impact Design Standards (MIDS) – A letter has been prepared to send to MPCA designating Kristin Asher to represent CEAM. Klayton Eckles is the designated representative for MPWA.
- i. MnDOT Liaisons:
 - MnDOT Speed Limit Task Force (John Maczko and David Berkowitz) – See report in the handout.
 - MnDOT Cost Estimation/Organizational Integration Project (Tom Drake) – No additional information.
 - MnDOT Technical Certification Advisory Committee (Kevin Larson) – Committee has not yet met.
 - One Office/RT Vision communications with Counties and MnDOT (Cindy Voight) – Voight stated that this started out as a County program and has been changed and updated for use by Cities. She encouraged members to get together with other users of the software and share information.

8. State Aid Report

Rick Kjonaas reported that the Counties are looking at changing their needs software program. The current program and computer are obsolete. The Legislature is always asking how much it costs to fix roads. The needs values used to be ok to use, but are not any more. Need more realistic cost estimates for the Legislature. The Counties are considering a more accurate program that can be updated in house at MnDOT. If the Counties change to a new software program, the MSA Cities will be left with the existing outdated program. The Counties are moving toward a simpler program. President Pederson said that this topic is on the Unencumbered Funds Subcommittee agenda for additional discussion on February 9, 2010.

9. Other Business and Announcements

- a. Other Business – Complete Streets: David Jessup asked if CEAM should be taking an official position on complete streets if there is the potential for future legislation. Julie Skallman said a motion would be good to have. Motion by David Jessup to support the Legislative Committee and Executive Committee to write a position on complete streets for CEAM, second by Russ Matthys. Jim Gates asked what is expected out of the Legislature. President Pederson responded that in 2009 a complete streets report was submitted to the Legislature. The report did not include policy, but it is felt that new legislation may be coming. Lee Gustafson suggested that if MnDOT is directed to write a complete streets policy, that Cities could be included as optional. Julie Skallman said that MnDOT does not feel that they need legislation to consider complete street concepts in their projects. She does think that complete streets will get a legislative hearing and that local road authorities would be encouraged to adopt a complete streets policy. If a legislative policy is written for roads of the state, the Legislature could say it applies to MSAS and CSAH. Skallman said that Cities could recommend taking “Local Road Authority” out of a policy and leave as Trunk Highways. Pederson stated that we need a position. Rochester and Woodbury already have a complete streets policy, but we don’t want it to be mandated. Most Cities already incorporate

complete street concepts into their projects. Dave Sonnenberg made a motion to amend the original motion to leave Cities out of this. He is reluctant to be part of any legislation for Cities to do this. MSA funds used to be considered City funds but now are looked at as state funds. Motion to amend the original motion was seconded by Gary Brown. Jessup said the amended motion speaks against complete streets and is concerned about doing this. Sonnenberg said the intention is to give direction for the Legislative Committee to work with LMC to remove the City reference. Cities can support the concept through local authority not legislative authority. He feels that Cities should be left out of the references. Jessup said he doesn't want it to look like CEAM is opposed to complete streets. Mathisen said to let the Legislative Committee deal with this. Pederson said that the Legislative Committee is looking for direction and will work with the Executive Committee. Motion to amend the original motion was withdrawn by both Sonnenberg and Brown. Original motion was withdrawn by Jessup and Matthys. Kjonaas said that Skallman is working with complete streets and has scheduled the first meeting with a coalition committee. The Counties have appointed two people to be available to assist Skallman. Pederson said that she will be available to assist Skallman and felt that John Powell might also work with MnDOT. This item was referred back to the Legislative Committee to monitor this issue and assist MnDOT's coalition committee.

b. Recognitions – President Pederson recognized the following:

- Rebecca Erickson at the LMC for the wonderful job she does in assisting CEAM.
- Executive Committee and Committee Chairs and members for serving the Association.
- Gary Rud and MnDOT for their assistance with audio visual for our conference.
- The University of MN staff - Gene, Heather and Clair for their work with coordinating the conference.

At this time President Pederson passed the gavel to incoming President Jeff Hulsether. President Hulsether presented a plaque to Past President Pederson and thanked her for her dedicated service, outstanding mentoring, and exceptional leadership to this organization over the past year.

10. Adjournment

Upon determining that no other business was to be brought before the membership, President Hulsether entertained a motion to adjourn the Business Meeting. Motion by Lee Gustafson, second by Sue Mason to adjourn the meeting at Noon. Motion passed unanimously.

Respectfully submitted,



Jean M. Keely
CEAM Secretary/Treasurer